

## **Aishpreet Kaur**

Abbotsford, BC, V2T 6P9

Email: Aishpreetk633@gmail.com

Contact No.: +1(672) 966-9318

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### **EDUCATION**

Higher Secondary Education (12<sup>th</sup> Grade)

March 2022

Baba Farid Senior Secondary School Bathinda, Punjab, India

Currently studying in Bachelor of Business administration in Yorkville University , NewWestminster

### **CERTIFICATION**

Certified in Advance course of Nail Extensions, Nail Art and Basic beauty and Hair Designing

Certification in Computer Basics

Certification in Effective communication

Certification in Digital Marketing

### **TECHNICAL SKILLS**

- MS Word
- Microsoft Outlook
- MS Excel
- MS Powerpoint

### **PERSONAL SKILLS**

- Strong analytical and mathematical skills.
- Excellent written and verbal communication skills.
- Able to adapt to work in a fast-paced environment.
- Great understanding of customer service skills.
- Interpersonal communication and Problem-solving skills.
- Ability of multitasking, sense of inter-personal skills.
- Fluent in English, Hindi, and Punjabi.
- Focused vision with excellent teamwork skills.

### **WORK EXPERIENCE**

#### **Professional nail technician and Instructor**

March 2022 – Present

Self-owned business

- Determining the right services by talking with clients about their needs and preferences for nail care.
- Providing a range of nail services, such as pedicures, manicures, nail art, and nail extensions.
- Keeping abreast with the newest methods, supplies, and fashions in nail care.
- Providing excellent customer service to enhance the overall client experience and encourage repeat business.
- Adhering to strict sanitation and hygiene standards to ensure a clean and safe environment for clients.
- Tracking and evaluating student's development in nail technology, both theoretically and practically.
- Giving advice and helpful criticism to students to help them develop their nail care methods and abilities.
- Giving students instruction on different nail care methods, safety precautions, and hygiene practices through lectures, practical exercises, and demonstrations.

#### **Cashier**

October 2022 – November 2023

Easy Day, Barnala, Punjab, India

- Providing great customer service skills and operating cash registers for cash, cheque and card transactions with excellent accuracy.
- Maintaining merchandise in the front lane and stocking of the products.
- Making sure of the clean work environment.
- Worked extra shifts and flexible schedules to meet the business needs.

### **VOLUNTEER**

#### **Sikh Temple**

December 2023 – Present

Abbotsford, BC

- Helping in the preparation of vegetarian meals served in the community kitchen.
- Participating in general cleaning activities to maintain the cleanliness of the Gurdwara premises.
- Helping to set up and arrange seating in the Langar hall.
- Greeting and assisting visitors with information about the Gurdwara.