**Harshpreet Kaur**

7789274471

[Harshpreetkaur14032003@gmail.com](mailto:Harshpreetkaur14032003@gmail.com)

Surrey BC V3W 5Y5

* **SKILLS**
* Food Safe Certified
* Customer service skills
* Teamwork and collaboration
* Creative thinking
* Service oriented.
* Work efficiency.
* Punctual
* Problem solving abilities.
* Teamwork and collaboration
* Excellent communication
* Time management
* Customer relations
* Multitasking abilities
* **Education**

Yorkville university

New Westminster surrey BC

Bachelor Degree of Administration (General)

* **Professional** **summary**

Punctual and honest with solid background in an array of environments. Satisfies customers with exceptional service. uses slow periods effectively to stay on the top of daily chores while pursuing opportunities to help team improve service and reduce waste. Enthusiastic sales and customer service professional with expertise in communication and negotiation. Driven to provide superior quality customer service. Innovation in leveraging extensive knowledge of products to drive loyalty, retention, and revenue. Highly adept at training, managing, coaching and mentoring sales and customers service associates with talent for interacting with staff at all level of organization and public.

* **Work experience.**
* **Ambar surrey restaurant** -server and kitchen restaurant

King George BC. 05/2023 – 08/2023

Work in kitchen as a cook and helper too.

I used to be a serving sometimes, so I know how to communicate with guest.

My main position was an attendant and helper out there.

* **Warehouse worker**

16/1/2023 -26 /1/22024

Company name – TJX warehouse

Surrey, BC

* Receive, store, and distribute material, tools (RF scanner), (Electric stapler), equipment, and supplies throughout warehouse to sustain manufacturing and supplies throughout warehouse to sustain manufacturing and production activities.
* Unload trucks, check in merchandise, reconcile purchase order with sales orders, and distribute received inventory to designated production area.
* Facilities inventory management and inform management of low inventory; record inventory counts in company computer systems.
* Generate reports documenting defective materials, questionable condition, and quality benchmark results.
* **Bollywood Banquet Hall**

Payal business center

Surrey, BC

Work as a server while doing this work, I grasp a lot of skills like communication when I interact with people then I can speak with them in fluent English.

Leadership skill in this when we work together in team, we can work in team from where I learn about collaboration and team leading skill.

AVAILABILITY: TUESDAY-SUNDAY (FULL TIME)

WEDNESDAY (2PM TO 12AM)