

# Resume

**First Name: Harpal**

**Mobile:- +1 (905) 782-0479**

**Last Name: Singh**

**Email:- [iharpalss102@gmail.com](mailto:iharpalss102@gmail.com)**

## **Availability :-**

- **Part-time job**
- **Sunday To Wednesday**

## **Skill:-**

- **Good Communication and Problem Solving Skills**
- **Good Verbal and Written Skills**
- **Attain 7 bands in English Language Test**
- **Easily Adapt New Environment**
- **Ability to work in team**

## **Time Management:-**

- **Ability to Utilize every second**
- **Providing required Material on time**

## **Computer Skills:-**

- **Capable to work on MS Word, Ms Excel, MS PowerPoint and MS Publisher**
- **Good Typing Speed**

## **Qualifications:-**

- **Passed High School with 92.8% in Non-medical**
- **Diploma in Advance Basic of Computer and Internet**