

# **Simon Otaal**

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⇔ LinkedIn

Place of birth

India

**Nationality** 

Indian

**Driving license** 

Yes, G1

**Skills** 

**Problem Solving** 

Communication Skills

**Customer Service** 

Ability to Work in a Team

Time Management

Ability to Work Under Pressure

Computer Skills

Ability to Multitask

Fast Learner

Microsoft Office

Python

Blender 3D

C Programming

**Profile** 

Hardworking and Trustworthy International student with a want to gain experience and learn. I bring forth attention to safety, accuracy, and communication. I possess excellent collaboration skills and a strong commitment to superior service. Highly organized, and skilled in written and verbal communication. Committed to utilizing my skills to help others, while working towards the mission of a company.

### **Education**

Diploma, Seneca College, Toronto

September 2021 - Present

Studying Computer Programming

#### High School Diploma, Delhi Public School, Khanna

March 2018 - March 2020

- Studied Science, Mathematics coupled with Computer Science.
- Studied Biology as an additional subject.
- · Graduated with honors.

# **Employment History**

Sales Associate, Vishal General Store, Samrala

May 2021 — August 2021

- Managed the general working of a general store.
- Remained punctual and professional at all times.
- Answered phones, relayed important messages, and served as a general liaison between the owner and customers.
- Greeted customers with a smile and encouraged feedback pertaining to their shopping experience.
- Handled all merchandise with care and packed customer bags neatly.

#### Farm Manager, Samrala

May 2020 - April 2021

- Managed a 10 Acre Farm
- · Kept Inventory of Farming Equipment and Manure
- Dealt with the logistics of heavy objects to and from the farm.
- Operated Farm Tractors efficiently and without accidents.

# English Punjabi Hindi

#### **Hobbies**

Languages

Photography, Gaming, Football, Filmmaking, Music, Sketching.

## Student Body President, Sacred Heart Convent School, Samrala

March 2017 — February 2018

- Helped Organize various student programs.
- Managed and Maintained student discipline.
- Served as a communicator between the Students and the school management.