

# MANPREET SINGH

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## EDUCATION

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- Seneca College of Applied Arts and Technology** Toronto, ON  
Diploma in Computer Programming *GPA: 3.1*
- Central Board of Secondary Education** New Delhi, India  
Intermediate in Computer Science *GPA: 3.7*

## WORK EXPERIENCE

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- Larimars Luxury Menswear** Etobicoke, ON  
*Web Developer* October 2022 - Present

- Provided direct assistance to Head Web Developer by working alongside a team of 6 members in writing, updating and managing a clean and readable code using HTML5, JavaScript, CSS.
- Used various technologies, including ReactJS and Bootstrap, to make code repairs and optimizing the website using feedbacks from team members, head developers and clients as well.
- Developing appropriate code structures to solve specific tasks by coordinating with other designers and programmers and collaborating with them to develop, format and deploy content.

- Metroplace Condominium** North York, ON  
*Front Desk Associate* November 2022 - Present

- Administered online condominium portal and quickly adapted to software and websites used in performing day-to-day operations, assisted residents in understanding the working of the website, and evaluated the portal for bugs
- Welcomed 100+ guests or residents daily upon entrance. Demonstrated excellent communication skills in answering residents' questions and addressing problems/complaints, booking reservations, and issued parking permits in person and via phone increasing 18% positive feedback
- Served as the first point of contact for more than 50+ visitors distributing mails and packages a day. Carefully storing 100+ mails and packages for 200+ residents and safely releasing it to the respective resident by confirming a valid ID

- Walmart** Toronto, ON  
*Lead Fresh Associate* September 2021 - November 2022

- Created a welcoming atmosphere and warmly greeted each new customer to increase sales, supervised 12+ employees across the fresh department.
- Ensured that the products are up to date with accurate prices and appropriate representations on the shelves and endcaps increasing customer satisfaction rate by 25.5%.
- Assisted the manager in providing training to 25+ new employees on-site during my shift hours in different fresh departments, also personally assisted in Produce/Meats/Deli/Bakery/Dairy/Frozen when required
- Adapted quickly to any changes made in the company's policy and accurately conveying the same to the customer to resolve their concerns.

- Navyug Industries** New Delhi, India  
*IT and Web Design Intern* May 2019 - August 2019

- Designed a website for interns and customers by creatively working with a team of 8 members under direct supervision of Head Web Developers which answered FAQs about company programs, company services, recruitment enquiries and reduced staff's workload by 22.5%.
- Gave a presentation to a client alongside my supervisor at the age of 17 years

## SKILLS

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- Technical Skills: Java, JavaScript, HTML5, CSS, C++, C, React, NodeJS, SQL, MySQL  
Soft Skills: Strategic Planning, Task Prioritization, Adaptability, Critical Thinking, Self Assessment  
Softwares: Visual Studio Code, Eclipse, Adobe Creative Cloud, Microsoft Office, SQL Developer