

# Jaskaran Sodha

## 👤 Profile

Seeking career opportunities to expand skills and gain work experience.

## 📁 Employment History

### Legislative Intern at Parliament Hill, Ottawa

May 2023 — August 2023

- Drafted daily email reports on latest news regards housing, national and local riding news.
- Assisted staff by answering phones, returning email messages and creating distribution lists.
- Data entry tasks.

### General Clerk at Save On Foods, Aldergrove

June 2023 — September 2023

- Operating a cash register and bagging groceries.
- Ensuring the dairy and frozen department is well stocked and presented.

### Temporary Reline Crew at Save On Foods, Mission

August 2018 — October 2018

- Displaying products consistent with the planograms to ensure products relocation are met.

### Team Member at Tim Hortons, Abbotsford

December 2016 — December 2017

- Take customers' orders over the counter and drive through.
- Prepare hot beverages such as coffee and tea using the equipment provided.

## 🎓 Education

### Carpentry/Building Construction: Citation (Foundation), Kwantlen Polytechnic University, Cloverdale

August 2022 — February 2023

Completed the Foundation program with 77% and gained Carpentry Level 1 apprenticeship ticket and 450 work-based hours.

### Upgrading Studies, University of Fraser Valley, Abbotsford

September 2021 — December 2021

Completed COMP 150- Introduction to Programming

### High School Diploma, W.J. Mouat Secondary School, Abbotsford

September 2014 — June 2018

## Details

Abbotsford

Canada

(778) 345-7801

[jaskaransodha@yahoo.com](mailto:jaskaransodha@yahoo.com)

## Skills

Adaptability

Computer Skills

Data Entry

Microsoft Word

Microsoft Excel

Customer Service

Physical Fitness

Curiosity

Teamwork

Results oriented attitude

## Languages

English

Punjabi