

MANPREET KAUR

Contact information

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Summary

To seeks and maintain a full-time position that offers professional challenges utilizing interpersonal skills. Hardworking and passionate job seeker with strong organizational skill eager to secure entry-level position. Ready to help the team achieve company/organization goals.

SKILLS

1. *Ability to remain calm and focused in high-pressure situations*
2. *Strong communication and teamwork skills with excellent time management and problem solving skills*
3. *Strong leadership and team supervision abilities*
4. *Excellent organizational and time management skills*
5. *Knowledge of healthcare administration and safety regulations*
6. *Skilled in warehouse operations and inventory management*
7. *Experience with bakery machine operation and quality control*

work Experience

General hospital Care – Hospital staff nurse

05/2019 - 05/2021

Duties and Responsibilities

1. Explained medical care options to help families make informed healthcare decisions ●

2. Supervised and engaged patients in age-appropriate activities to stimulate physical, social, and cognitive development.
3. Compassionate and empathetic approach to patient care and child supervision.
4. Ability to remain calm and focused in high-pressure situations.
5. Attention to detail in maintaining accurate records and documentation

Tim - Hortons

Team Supervisor

Canada 08/2022 - 6/2023

Duties and Responsibilities

1. Restock supplies and maintains product freshness.
2. Supervise, coordinate, and schedule the activities of staff during shifts.
3. Follow health, safety, and food handling guidelines.
4. Greet customers warmly and take orders accurately.
5. Train and coach team members on food preparation, customer service, and company policies.

Backerhaus veit

Machine operator

Canada 05/2023- 02/2024

Duties and responsibilities

1. Operate, set up, and monitor bakery machines to meet production and quality standards.
2. Perform routine checks, basic maintenance, and troubleshoot minor machine issues.
3. Maintain a clean, safe work environment while following GMP and food safety guidelines.
4. Record production data, report malfunctions, and assist with packaging and labeling.

Roots warehouse

Area leader

Canada 8/2023- 03/2025

Duties and responsibilities

1. Oversee daily warehouse operations, ensuring safety, accuracy, and efficiency.
2. Lead, assign tasks, and motivate associates to achieve productivity and quality goals.
3. Train, coach, and support team members while maintaining compliance with company policies.
4. Monitor inventory, resolve operational issues, and support continuous improvement initiatives.

Brampton charity hospital

Staff nurse

Canada 03/2024 09/2025

1. Ensure high-quality patient care and safety
2. Oversee daily hospital operations efficiently
3. Manage staff performance and departmental coordination
4. Maintain compliance with healthcare laws and standards

Education information

Public High School

Diploma: Humanity

Diploma:nurse aide (Caregiver as a PSW)(nanny care)

Certificate for Emergency First Aid & CPR by Red Cross Canada

Certificate for AED automated external defibrillator by red Cross canada

Certificate for General Nurse by Deol Hospital

Certificate for Worker Health and Safety Awareness

Proficiency in using childcare hospital management software for tasks such as attendance tracking, scheduling, and communication with parent and patient families . Examples include Procure EMR, EHR, Smart soft, CRM, EZCare, or KidKare. Knowledge of Microsoft office suite (words, Excel, outlook) with strong overall computer systems

.Certification in first aid and cardiopulmonary resuscitation (CPR) is a crucial technical skill for dealing with emergencies and ensuring the safety of children.

Understanding and adherence to technical aspects of health and safety regulations, including knowledge of proper sanitation procedures, food handling guidelines, and compliance with licensing requirements.

VOLUNTEER EXPERIENCE

Community service [October 2021]

Food distributor] homeless people;

AWARDS /1. Teamwork and bonding

2.drawing art competitions

3.dance competitions

LANGUAGES // English fluent high school and Punjabi or Hindi fluent by birth and French basic

Availability Work

MON TUE WED THUR FRI SAT

From anytime

To anytime