

# **CURRICULUM VITAE**

**Sejalpreet Kaur**

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## **Professional Summary:**

Self-Motivated with better interpersonal skills and hardworking towards achieving better results in a team and to shape the future with good outcomes .

## **Qualification:**

- Certificate IV in Ageing Support (CHC43015) from Supreme Education and Training Pty Ltd in year 2023.
- Senior secondary from Broadway Public School, Manal with 77 percentage in year 2022.
- 10<sup>th</sup> grade from Raekot public school, Raekot with 76 percentage.
- Currently studying for Bachelor of Community services in Stott's college, Sydney.

## **Experience and duties:**

- Currently working in Bella Vista Gardens as an AIN in the past 5 months.
- Work placement experience from Hardi aged care.
- Worked in a coffee shop at Baulkham hills.

## **Technical skills:**

MS word, MS Excel, MS PowerPoint, Tally.

## **Other skills and attributes:**

- Documentation skills
- Communication skills
- Social, honest and hardworking person
- Ability to work as a part of team
- Take responsibilities for the assigned task.

**Availability:** Part time, Casual, permanent.

**References:** Available upon request.