

Kaushlender Passi

(613) 981-4701
Kaushalpassi@gmail.com
Nepean, Ontario

SUMMARY OF QUALIFICATIONS

- Hardworking and reliable construction worker with over 3 years of experience in residential construction.
- Skilled in drywall installation and finishing, steel stud framing, insulation installation, site preparation, and general construction labor
- Strong ability to work independently or as part of a team while maintaining quality workmanship and safety standards on the job site
- Certified Home Inspector by -INTERNACHI
- Attention to detail, adaptive and emendable, strong communicator, organised
- Expert in strategic planning, project management, and team development.
- Proven track record in driving operational efficiency and achieving assigned goals
- 5+ yrs experience in customer service roles
- Results - driven individual with experience in supervising and managing team up to 20 people
- Fluent in English language
- Strong Knowledge of computer hardware and software
- 4+ yrs Experience with DataBase Management Systems.
- Knowledge of Computer system architecture , PC Assembly and troubleshooting
- Manages finances, customer outreach and social media for Retail clothing business
- Project management skills - Team leadership, Time management, Risk management, Budget management, Critical thinking, Business management, Strategic Planning and procurement.
- Permanent Resident of Ontario with valid driving licence.

WORK EXPERIENCE

Construction service technician/ Drywall & Framing Technician

2023- Present

Threeway Drywall, Ottawa

- Installed drywall sheets on walls and ceilings in residential and commercial projects.
- Measured, cut, and fitted drywall according to construction drawings and specifications.
- Performed taping, mudding, sanding, and finishing to prepare surfaces for painting.
- Assisted with steel stud framing and layout work.
- Installed insulation in walls and ceilings according to project requirements.
- Repaired damaged drywall and completed finishing touch-ups.
- Operated and maintained hand and power tools safely.
- Loaded, unloaded, and transported construction materials.
- Maintained clean and organized work areas.
- Followed workplace health and safety procedures at all times.
- Worked closely with supervisors and other trades to complete projects on schedule.

Warehouse supervisor

2023

Geosynthetic Systems, Gloucester, ON

- **Warehouse Operations Oversight**
- **Inventory Control**
- **Staff Management & Training**
- **Safety & Compliance**
- **Logistics Coordination**
- **Equipment & Maintenance**
- **Customer Service**

Long haul truck driver

2022-2023

Meher transport , Ottawa

- Daily Vehicle Inspection and Log maintenance
- Operating the vehicle safely
- Route Planning and Navigation
- Documentation and Record-Keeping
- Dedicated long trips to U.S.A on daily basis

Team- Lead / Supervisor

2019-2022

Roadrunner Transport , Ottawa

- Safety Compliance
- Route Planning
- Supervising Driver and other staff
- Co-ordinating warehouse logistics
- Monitoring performance and aiming more
- Counterbalance Forklift experience
- Shipping and receiving

Customer Service Representative

2019

Macewen Gas station , Ottawa

- Cashier
- Balancing registers
- Maintaining Inventory
- Customer Interaction
- Maintaining Cleanliness

Head Customer Service representative

2017-2018

Rani'z Planete , India

- Training new sale and service staff
- Computer operations and billing
- Maintaining Inventory
- Payroll Calculations
- Maintaining satisfactory relations with vendors and customer

Supervisor / Team- Lead	2020-2021
<i>Roadrunner Transport , Ottawa</i>	
<ul style="list-style-type: none"> ● Safety Compliance ● Route Planning ● Supervising Driver and other staff ● Co-ordinating warehouse logistics ● Monitoring performance and aiming more ● Counterbalance Forklift experience ● Shipping and receiving 	
 Customer Service Representative	 2019
<i>Macewen Gas station , Ottawa</i>	
<ul style="list-style-type: none"> ● Cashier ● Balancing registers ● Maintaining Inventory ● Customer Interaction ● Maintaining Cleanliness 	
 Head Customer Service representative	 2017-2018
<i>Rani'z Planete , India</i>	
<ul style="list-style-type: none"> ● Training new sale and service staff ● Computer operations and billing ● Maintaining Inventory ● Payroll Calculations ● Maintaining satisfactory relations with vendors and customer 	

EDUCATION & TRAINING

International Business Management	2020
<i>Algonquin College , Ottawa</i>	
<i>GPA 3.6</i>	
 Project Management	 2019
<i>Algonquin College , Ottawa</i>	
<i>GPA 3.4</i>	
 Bachelors of Computer Applications	 2014-2017
<i>Punjab Technical University - India</i>	
<i>GPA 3.4</i>	
 Digital Marketing	 2018
<i>Digishiksha - Certification of completion</i>	
 First aid and CPR	 2019
<i>Red cross</i>	
 Level 5 Training	 2025

Counterbalance certification

2025

Prosap Forklift Certification

2025

