

MIRLIND SEJDAJ



mirlindsejdaj12@gmail.com
Stuttgart, 70173 Germany
+4917645609786

ORGANIZED AND DEPENDABLE CANDIDATE SUCCESSFUL AT MANAGING MULTIPLE PRIORITIES WITH A POSITIVE ATTITUDE. WILLINGNESS TO TAKE ON ADDED RESPONSIBILITIES TO MEET TEAM GOALS. ANALYTICAL WORKER WITH KNOWLEDGE OF SOCIAL MEDIA MANAGEMENT AND BOTH TRADITIONAL AND DIGITAL MARKETING TACTICS.

WWW: Bold Profile

SKILLS

CONSTRUCTION

MULTITASKING

PROBLEM-SOLVING

AMBITIOUS

LOGICAL REASONING

FLUENT ENGLISH

TEAM-ORIENTED AND DEPENDABLE

PAINTING AND FINISHING

WORKSITE SAFETY

TEAM COLLABORATION

POWER TOOL OPERATION

CONSTRUCTION

WORK HISTORY

StarkBau - 0 yrs 6 mos

Construction Worker | Stuttgart, Germany SEP 2023 - CURRENT

- Utilized hammers, saws, squares, levels, and fastening devices to complete projects.
- Maintained clean and organized job sites, contributing to a safe working environment for all employees.
- Loaded, unloaded, and moved material to and from storage and production areas.
- Worked independently in fast-paced environment while meeting productivity and quality expectations.
- Assisted with basic carpentry work such as installing wooden floors and crown molding.
- Assisted with successful, time-sensitive renovations of various structures.

SilcoTek - 0 yrs 3 mos

Road Maintenance Worker | Dillingen An Der Donau, Germany MAY 2023 - AUG 2023

- Assisted with traffic control during construction projects, promoting the safety of workers and motorists alike.

Improved road conditions by filling potholes, repairing cracks, and sealing surfaces with appropriate materials.

Ensured proper signage installation and maintenance, facilitating clear communication of traffic rules and directions to drivers.

Conducted routine equipment checks and performed minor repairs on machinery, ensuring optimal functionality throughout operations.

Brovina - 0 yrs 10 mos

Production Worker | *Gjakove, Kosovo*

APR 2022 - FEB 2023

- Followed safety procedures and guidelines to maintain safe working environments.
- Used equipment properly to avoid workplace hazards or injuries.
- Maintained cleanliness of workstations, contributing to a well-organized work environment for increased productivity.
- Resolved issues quickly to maintain productivity goals.
- Reduced waste in materials by optimizing usage during the door assembly process.
- Identified opportunities for improvement in door design, offering innovative solutions that enhanced functionality and aesthetics.
- Minimized errors during assembly by thoroughly inspecting all components before finalizing construction processes.
- Enhanced door construction quality by implementing precise measurements and cutting techniques.

Comodita Home - 1 yr 0 mos

Bed Maker | *Gjakove, Kosovo*

APR 2021 - APR 2022

- Increased team productivity by offering assistance during peak periods or when colleagues were overwhelmed with their workload.
- Streamlined the bed-making process by organizing linens and other materials in an efficient manner, reducing time spent searching for items.
- Exceeded expectations in maintaining cleanliness around bedsides through regular dusting, vacuuming, and wiping down surfaces as needed.
- Used chemicals by following safety protocols and procedures to avoid burns and injuries.

Te Xeni - 1 yr 9 mos

Grill Cook | *Gjakove, Kosovo*

JUL 2019 - APR 2021

- Managed grill station during busy periods, effectively handling multiple orders simultaneously while maintaining quality standards.
- Maintained clean, organized grill stations for hygienic, orderly food preparation.
- Cleaned and maintained kitchen equipment regularly.
- Maintained a clean and organized workspace, ensuring compliance with health and safety regulations.
- Followed recipes and kitchen procedures for consistent food quality, presentation and standards.
- Effectively communicated with fellow team members to coordinate dish

preparation during peak service hours.

Senior Waiter | *Gjakove, Kosovo*

JUL 2019 - NOV 2019

- Mentored junior waitstaff to improve their skills and maintain a high standard of service, resulting in a more cohesive team.
- Shared knowledge of menu items and flavors, enabling customers to make personal decisions based on taste and interest.
- Served as a liaison between kitchen staff and guests regarding dietary restrictions or special requests ensuring a pleasant dining experience for all.
- Monitored dining rooms for seating availability as well as service, safety, and well-being of guests.

Allorja - 0 yrs 10 mos

Restaurant Waiter | *Gjakove, Kosovo*

SEP 2018 - JUL 2019

- Maintained clean and organized dining areas for optimal guest experience.
- Cultivated warm relationships with regular customers.
- Quickly reset and cleaned up tables after customers left to enable speedy turnaround and guest flow.
- Answered customers' questions, recommended items, and recorded order information.
- Supported fellow waitstaff through teamwork during busy times, sharing responsibilities as needed.
- Processed cash and credit card transactions accurately, maintaining accountability for all sales revenue generated during shifts.

EDUCATION

High School Diploma

MAY 2019

*Nursing School - Hysni Zajmi Gjakove,
Kosovo*

LEARNING NEW THINGS

I try to learn everyday something new, especially things related to digital marketing.

LANGUAGES

ALBANIAN



Bilingual or Proficient (C2)

ENGLISH



Upper intermediate (B2)

GERMAN



Beginner (A1)

CERTIFICATIONS

- Driving License - AM, B, L
- Karate Training - Red Belt - 2019/2020