

## DETAILS

**ADDRESS**

2 Towers pl Wongawilli 2530

**PHONE**

0413393532

**EMAIL**

Saliji117@gmail.com

## QUALIFICATIONS

Induction Safety Certificate

Working at Heights Ticket

Australian Driver License

Cert 111 Graphic Arts

High School Certificate

## SKILLS

Effective Time Management

Problem Solving

Fast Learner

Communication

Ability to Work in a Team

Ability to Work Under Pressure

# BURIM SALIJI

## PROFESSIONAL SUMMARY

Over 5 years extensive experience in commercial and residential window installations. Highly motivated individual with a strong work ethic demonstrating exceptional skills and the ability to work in a team environment. Hand tools, power tools and measuring equipment operated effectively and efficiently at proficient skill level. Broad experience in leading and managing small teams including effective communication and conflict resolution where necessary thereby ensuring smooth organisation of human and building resources.

## EMPLOYMENT HISTORY

### **Tradesman Window Installer, Sole Trader Under AL & B Saliji Wollongong/Sydney**

August 2014 – May 2021

- ❖ Install commercial and residential windows.
- ❖ Fabrication
- ❖ Cutting and fitting glass
- ❖ Read and interpret site plans.
- ❖ Leveling of head and sill.
- ❖ Caulking.
- ❖ Hardware
- ❖ Site measure.
- ❖ Service Works.

### **Head Printer, Kwik Kopy Wollongong**

May 2006- August 2014

- ❖ Running and maintaining 4 colour press.
- ❖ Pre-press.
- ❖ Cutting and finishing jobs.
- ❖ Managing and ordering stock levels.
- ❖ Customer liaising
- ❖ Training apprentices.



