

# Gil Emmanuel Lambino | Finance/Accounting Assistant Trainee

Location: Hampton-in-Arden, Solihull

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## Professional Profile

A highly self-motivated and attentive accountant in training. Currently looking to start studying for my AAT qualification and in search of a new career venture in the accounting sector. Always looking to complete daily challenges and open to resolve any conflicts that come their way. Open-minded to learning new things and confident in my ability to adapt to any situation. Strong sense of responsibility and committed to an honest work ethic. In possession of transferable skills from other highly disciplined careers that highly focus on planning, time management, customer service and multi-tasking.

## Core Skills

MS Office, Foreign Exchange, Organisational Skills, Double-Entry, Balance Sheets, Data Processing, Data Entry, Problem Solving

## Work Experience

### Supply Chain Cashier and Buyer Specialist Assistant

*Travelx Ltd, Radius Park  
Feltham*

June 2019 – August 2019

- Ensuring that foreign investments in currency adheres to Foreign Exchange Risk Mitigation Techniques
- Challenge and recognise signs of money laundering with the assistance to an anti-money laundering (AML) checklist
- Assisting the buyer in producing reports for internal company assets such as office supplies/ Inventory, foreign currency deliveries, delivery equipment, anti-counterfeit equipment and foreign exchange ATM

### Kitchen Team Leader

*J D Wetherspoon Plc, Tilly Shilling  
Farnborough*

February 2020 – September 2021

- Leading a group of cooks during the booming 'Eat-Out-To-Help-Out' 2020 Scheme that lead to a weekly average 200% increase during the entire duration of the scheme

### Supply Chain Cashier

*Travelx Ltd, Albany Park  
Frimley*

June 2018 – August 2018

- Sorting batch orders of varying foreign currencies and ensuring physical assets line up with balance sheets
- Using anti-counterfeit and counter-fraud measures to ensure each batch order's authenticity using
- Meeting weekly goals to complete demands of notable customers such as The Big Four of Banking

### Freelance Japanese to English Tutor

*Japanese Conversation Society at Canterbury Christ Church University (CCCU)  
Canterbury*

September 2018 – December 2020

- Collaborating international Japanese students with the International Partnership and Development team of CCCU to develop student's fundamental English conversational skills
- Fine tuning communication and comprehension skills of students' whose English is not their first language
- Meeting with Japanese students on a weekly basis to ensure that their English skills still meet that IELTS levels of 6.0 and above

### Commis Chef

*Grace & Savour at Hampton Manor  
Hampton-in-Arden*

July 2022 – October 2022

- Working a high-pressure environment whilst adhering to a strict time schedule set by well-disciplined co-workers
- Being an integral team member of a notable restaurant that earned its spot in the Michelin guide in August 2022
- Becoming accustomed to a deep attention of detail that comes with working in one of the most successful restaurants in the West Midlands

### Chef de Partie and Demi Sous Chef

*Posillipo e Tuo Mio  
Canterbury*

October 2021 – June 2022

- In charge of a small team of chefs in one of a three chains of Kent's most successful Italian Ristorante Business
- Learning Italian as an integral part of the job through intense and immersive environment

## Volunteering Experience

Volunteer Fundraising and Bookkeeping Assistant	Volunteer Foreign Student Integration Assistant	Volunteer Teaching Assistant	Volunteer Summer Sports Coaching Assistant
<i>Catching Lives Bookshop Canterbury</i>	<i>Friends International Canterbury</i>	<i>St. Bernadette's Catholic Primary School Farnborough</i>	<i>In2Sports Farnborough</i>
December 2021 – March 2022	September 2019 – December 2019	February 2017 – May 2017	July 2017 – October 2017
<ul style="list-style-type: none"> <li>Balancing donations and money raised from fundraising for the homeless community, one of the most deprived cities in Kent regarding homelessness and rough sleepers</li> <li>Receiving book donations and calculating a retail price for each book through asset valuation and other valuation research methods</li> </ul>	<ul style="list-style-type: none"> <li>Participating in one of the non-profit organisations whose sole purpose is to help the migrant community integrate within society</li> <li>Interacting with various international student communities within the city of Canterbury with intending to help them adapt to British Culture as well as immigrants that have recently moved to the UK</li> </ul>	<ul style="list-style-type: none"> <li>Supported teachers in the implementation of classes whilst cohering to the KS1 syllabus</li> <li>Succeed in adhering to the school-wide campaign of increasing KS1 children's physical activity lessons through leading and planning, entertaining PE lessons</li> </ul>	<ul style="list-style-type: none"> <li>Assisting in the performing duties of the head coach to deliver out an effective session plan for Farnborough RUFC's under U10 and Farnborough Youth FC</li> <li>Made recommendations to the head coach regarding the effectiveness of routine sessions and the performance of the young athletes</li> </ul>

## Education

Canterbury Christ Church University, Canterbury  
*September 2017 – Present*

### BSc (Hons) Public Health and Health Promotion

The Sixth Form College,  
Farnborough  
*September 2015 – July 2017*

- A-Level in Mathematics and Physics**
- A-Level in English Literature**
- BTEC Level 2 in Sports Science and Physical Education**

Collingwood College,  
Camberley  
*September 2010 – July 2015*

- GCSE in Mathematics**
- GCSE in Science Core**
- GCSE in Science Additional**
- GCSE in English Language**
- GCSE in English Literature**
- GCSE in Catering**
- GCSE in Geography**
- GCSE in Computing**
- BTEC Level 2 in Business Studies**

## Hobbies and Interests

### Language Learning

Tagalog (Native)  
Pangasinense (Native)  
English  
British Sign Language  
Japanese  
Spanish  
Italian  
French

### Creative Writing

Fiction writing  
Poetry  
Scripting

### Strategy Games

Chess  
Shogi

### Cooking

Haute cuisine  
Cucina italiana  
Southeast asian  
Japanese (washoku)  
Bengali  
Cuisine française

### Music

Piano former classical scholar  
Classical guitar

### Sports

Rugby Union  
Rugby League  
Brazilian JiuJitsu  
Boxing  
MMA

## Additional Skills

JavaScript, Visual Basic, Visual Studio, C++, HTML, Google Analytics, WordPress, Leadership, Oral Communication, Multilingual, GitHub, Continuous Improvement, Sales

## Character References

*Available upon request*