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| Khalid Heath  11 David Avenue, Wickford, Essex, SS11 7BG · 07943 1416335  khalidheath1@gmail.com |
| A highly motivated university graduate of the University of Greenwich in Games Design and Development, seeking employment to further develop a multitude of transferable skills. Throughout education has demonstrated high levels of motivation, work ethic and teamwork to achieve above average grades. Seeking now to utilise these skills in a real-world environment delivering first class customer services. |

# Key Skills

* Computing skills, with proficiency in Microsoft Office, Adobe Applications and Unity
* Interpersonal and Communication skills developed from administrative and hospitality experience, allowing for active listening and emotional intelligence
* Time management, working diligently under stress to achieve deadlines
* Leadership and team working skills
* Problem solving
* Aptitude for foreign languages including Arabic and Spanish

# Education

* **Undergraduate Degree, University of Greenwich (September 2019 – July 2023)**
* Bachelor of Science in Game Design and Development, specializing in Programming and User Interface Design with a 2nd Class Honour
* Modules including Digital Media Design and 3D Modelling, Agile Development and Games Technology
* **A Levels, St Thomas more Catholic School Sixth Form (June 2019)**
* Biology (D Grade)
* Chemistry (C Grade)
* BTEC Level 3 ICT (Merit)
* **GCSEs, Southend High school for Boys (June 2016)**
* Mathematics (A grade) and English Language and Literature (B Grades)
* A and B grades in several other subjects including Triple Science, Computer Science and Art

# Experience

* **Front of House,** Toby Carvery Runwell **(July 2022 – Current)**
* Service of food and bar
* Working the most peak dates in the calender
* Stock management
* Customer interaction and service
* Team work
* Multi tasking in stressful and time sensitive environments
* **Vets for Pets Rayleigh (Work experience, Winter 2018)**
* Short term work experience to apply for Veterinary Medicine
* Managed medicine stocks, ensuring that prescriptions were suitably dispensed
* Ensured that the practice was kept in a high standard of cleanliness and hygiene suitable for surgical operation
* Managed the welfare of animals that were in recovery
* **Pisces Fish and Chips (Autumn 2018)**
* Worked in a busy fast-food outlet, developing team working and time management skills
* Operated and maintained advanced machinery
* Managed stock of potatoes and fish
* Ensured shop was kept to a suitably hygienic health and safety standard
* **General Kennel Assistant,** Bylake Kennels and Cattery **(Work Experience, 2017-2018)**
* Performed various tasks revolving around animal care and welfare
* Maintained the kennels to a clean standard to ensure no illnesses
* Ensured each animal was suitably cared for in specifically tailored manners
* Made sure the animals were consistently stress free through walks and interactions
* **Administration Support,** Optimus Learning Services **(July 2017 – September 2017)**
* Updated and maintained a learning management system categorising courses and maintaining learner details.
* Administered client lists to ensure that each client was directed to the team member responsible for the account and therefore receiving the correct services

# Activities

* Volunteered at Wickford Library in Summer 2017, maintaining and developing a computer system
* Subject mentor at Southend High School for Boys between 2016 and 2017, assisting lower year students to improve their grades in Mathematics and Biology

# References can be provided upon request