



## Professional Summary

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## PROFILE

I am currently a full-time student studying Information Technology at Cheshire College South and West. Having successfully obtained a Level 2, level 3, level 4 qualification. I am now working towards achieving my Level 5. I am a hardworking and diligent individual who is committed to delivering my best in any task given to me. I have strong time management skills and the ability to work efficiently under pressure.

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## WORK EXPERIENCE

### Lab Assistant

Church of England College, Ellesmere Port (June 2018)

- Assisted in laboratory operations alongside a student.
- Learned how to wire plugs and ensure proper electrical safety.
- Gained experience in professionally cleaning chemicals and maintaining laboratory hygiene.

### Back of House Warehouse stock clerk

Paul Costelloe (November 2023 - Present)

- Receive deliveries and check them off on a sheet.
- Ensure accurate inventory management and placement of stock in storage.
- Maintain a well-organised warehouse environment.

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## AWARDS AND CERTIFICATION

CHESHIRE COLLEGE SOUTH AND WEST, CHESTER  
LEVEL 1 SAFEGUARDING

## ACADEMIC HISTORY

CHESHIRE COLLEGE SOUTH AND WEST, CHESTER  
(CURRENTLY STUDYING LEVEL 5 INFORMATION TECHNOLOGY)

- LEVEL 2
- LEVEL 3
- LEVEL 4

CHURCH OF ENGLAND COLLEGE, ELLESMERE PORT  
(2016 - 2021)

- ENGLISH – GRADE 3
- MATHEMATICS – GRADE 4
- SCIENCE – GRADE 3
- INFORMATION TECHNOLOGY – GRADE 5

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## Skills

- Strong understanding of Microsoft Word and PowerPoint.
- Knowledgeable about mobile phone data and functionality.
- Ability to multitask and use initiative in various situations.
- Experienced in teamwork and independent working.
- Good problem-solving and analytical skills.
- Confident in HTML and CSS

## OBJECTIVE

Due to my ongoing education, I have limited work experience. However, I am eager to apply my skills and knowledge in a professional setting. I am looking for an opportunity to gain valuable experience within your company, and I would be grateful for the chance to contribute and develop my abilities further.