

# Daniel Armstrong

Woking

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I have a positive attitude towards my work and have created good relationships with my teachers, colleagues, and peers. I work hard to achieve the results I have gained in both my GCSE and AS level exams. I am a trustworthy and loyal individual who works well under pressure. I am always alert and listening and am confident to take on any new tasks at hand as it challenges my personal abilities. I am keen to learn something new as doing so develops my personal skills.

## Work Experience

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### **Sales Advisor**

Argos - Woking

October 2017 to November 2018

Working as a sales advisor I have many different tasks. These tasks vary between working on the tills, helping the customer find their item, to working in the stock room to collect the item for the customer

On many occasions I had to assist with opening the store by sorting out items before opening hours. I would then have to count the high value items and make sure we are ready to open along with my colleagues. Other shifts I will have to assist with closing the store, making sure that it's tidy and ready for the next working day

I have built up a lot of experience through Argos through skills working with customers to personality traits such as a boost in confidence in a place of work.

### **Assistant**

Zorb Football UK - Bracknell

June 2017 to September 2017

Over the summer I conducted work experience at Zorb Football UK who provide adults and children with zorb balls and 12-foot inflatable football dart boards. Our customers included schools, fetes, charities, festivals, corporate and private functions.

My responsibilities as an assistant included;

- Setting up and taking down the equipment
- Ensuring the safety of children and adults that took part in the events, and also the spectators
- Collecting money and submitting final takings
- Maintaining and fixing the equipment

### **Work Experience**

Portal Partnership Ltd - Bracknell

May 2017 to May 2017

Bracknell Beeches, Old Bracknell Lane, Bracknell, Berks, RG12 7BW

I spent a week in a variety of departments including Sales, Marketing, IT, and the Accounts team. Experiencing multiple departments in a corporation such as Portal allowed me to further develop my experience on what it would be like to work in a developed business. During my week at Portal, I produced a PowerPoint presentation based on what I had learnt throughout my placement and presented it to my peers at the company.

### **Work Experience**

I S S, I S S House - Woking

May 2016 to May 2016

1 Genesis Business Park, Albert Drive, Woking, Surrey, GU21 5RW

I spent a week in the IT department shadowing their engineers. I assisted in the development of a PowerPoint presentation for the business to use in future sales meetings.

### Education

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#### **AS Levels in BTEC Business, Philosophy and Ethics, Psychology, Core Maths**

St. John the Baptist School

September 2016 to June 2017

#### **GCSE in English, Maths, Core Science, Additional Science, Spanish, Religious Education, Business Studies, Computer Science**

St. John the Baptist School

June 2016

### Skills

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Problem Solving, Microsoft Office, Teamwork, Initiative, Flexibility, HTML, CSS, JavaScript, Bootstrap, Python

### Additional Information

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I enjoy playing drums, having a kick about and socialising