

# CIARA PARSONS

11 Regent Park Avenue, Leeds LS6 2AU |  
ciaracparsons6@gmail.com |  
07938984810

## EXPERIENCE | **BARBACK DEANES HOUSE PUB**

AUGUST-SEPTEMBER 2021

Monitored inventory and replenished as necessary in order to maintain smooth flow of service.

Learnt new skills on the job.

Worked busy events successfully.

Built systematic team relationships during hectic circumstances.

Gained sufficient knowledge in how to prepare basic drinks if needed.

Acquired valuable skills in time management, working efficiently under pressure, resilience and teamwork.

## **EVENTS CATERING STAFF & RUNNER**

JULY-SEPTEMBER 2022

Arranged furniture and added decorations to assist in setting up for catering events.

Prepared tables by laying out napkins and utensils, refilling condiments and performing other preliminary tasks.

Effectively distributed food and cleared away without disturbing ongoing events.

Cleaned and organized kitchen, dining, and service areas.

## **SALES ASSISTANT WHITTAKERS SCHOOLWEAR**

JULY – SEPTEMBER 2023

Greeted customers and offered assistance with selecting merchandise, finding accessories and completing purchases.

Restocked products, kept track of how many of each item we had, and marked which items needed to be ordered into the store.

Maintained orderly nature of the shop by making sure merchandise was in the right areas and presented neatly and concisely.

Aided smooth and efficient customer experience during the very busy back to school period.

**EDUCATION | LORD DERBY ACADEMY, LIVERPOOL**

2015-2022

9 GCSEs, including an 8 and 9 in English and a 6 in Maths

**CARMEL COLLEGE, LIVERPOOL**

2020-2022

A\* English Language, A History, B Film Studies

**UNIVERSITY OF LEEDS, LEEDS**

2022-PRESENT

BA English Language and Literature

**SKILLS |** Friendly and cooperative – I find it very easy to talk to people and work well with other peers.

Proactive in following health and safety protocols/precautions in order to maintain a clean and successful work environment.

Fast learner

Enthusiastic worker

Very good communication skills

**REFERENCES | DAVID BARRIGAN, PERSONAL TUTOR**

[Db@bsfc.ac.uk](mailto:Db@bsfc.ac.uk)