

Name: Jack Torcy Email: jack@torcy.com Phone: 07476602781

PERSONAL PROFILE:

I am a conscientious, well organised, reliable person. I am always punctual, have good time management and am determined to be as hardworking as possible. I am keen to learn and can work on my own initiative but also am a team player when needed. I have strong IT skills and a great understanding of computers.

I have taken the initiative to work through a course from coursera.com in back-end web development, which I am about halfway through, to further develop my understanding of the field. I have learnt a lot from this course. First, I covered a small amount of front-end development including html and CSS. I then moved on to databases which allowed me to learn SQL and database administration. After that I covered Python including Django, APIs, and the foundational programming syntax. Finally, I covered version control which gave me a good understanding of coding as part of a team using github and gitbash. While I have not yet finished, I feel I am ready to begin working to help me gain a practical use and further develop my understanding of these skills.

EDUCATION HISTORY:

Cheam High School (September 2014 – June 2019)

GCSE Results

- Computer science 6
- Maths 8
- English language 6
- English literature 5
- Maths statistics A
- Business 7
- Chemistry 6
- Biology 5
- Physics 7
- French 8
- Construction BTEC Distinction*

Cheam High School Sixth Form (September 2019 – June 2021)

A-level Results

- IT level 3 BTEC Distinction*
- Mathematics A
- Accounting A

WORK EXPERIENCE:

Cobham services Nando's – Griller (September 28th 2022 – present day)

- Dealing with stress and heat during high demand periods.
- Time management when closing – making sure all the cleaning gets finished as fast as possible.
- Helping customers face to face.
- Producing a high-quality product regardless of how busy the restaurant is.
- Working hard as part of a team and helping each other.

EventUK – Administrator (October 1st 2021 – March 18th 2022)

- Helping customers quickly and professionally which developed strong problem-solving skills.
- Communicating with customers via different channels: email; telephone; social media.
- Meeting strict weekly deadlines.
- Exceeding daily targets to optimise performance.
- Delegating the workload between the team when under pressure

Ewell Veterinary Centre Assistant (January – February 2018)

I worked alongside the Practice Nurses for 2 weeks as part of my school work experience, observing and assisting with all aspects of veterinary care.

- Developing customer care and support through observing consultations.
- Observing operations which helped me understand the critical importance of teamwork.
- Assisting with lab work such as blood tests, which taught me the importance of attention to detail.
- Feeding the animals due to my trustworthy and responsible nature.

References available upon request.