**Junaid Waheed**

40 Thrum Hall Lane

Halifax

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**Personal Profile:**

I am currently studying a Computing degree, accredited by the university of Huddersfield. I am looking for employment whilst doing my studies to continue and develop my employability skills that I have previous done with Oxfam.

I am a punctual, smartly dressed individual who thrives to my best in every task designated to me. I am an effective team worker, with the ability to also work using my own initiative.

My skills of problem solving, meeting deadlines, and developing good internal relationships have always been at a high standard and I aim to achieve this high target in all tasks I carry out.

As a hardworking and ambitious person, I am often recognised and appreciated for my commitment and ability of consistent outstanding performances. I can also handle multiple tasks on a daily basis, confidently and competently,

Acknowledgement of my contribution from senior management illustrates my potential value to your company and would welcome the opportunity to discuss my suitability in more detail.

**Key skills and abilities:**

* IT Skills – Excellent knowledge of word processing, Microsoft Excel, and PowerPoint
* Multilingual – Can speak up to four languages fluently, including English
* Obtaining a graduation certificate on NCS graduation day 2018
* First Aid Certificate – Introductory training at NCS to use resuscitation and acute response techniques.
* Level 2 Hygiene Certificate obtained whilst doing the NCS programme, this involved food preparation, Health & Safety standards training.
* Attending local community and charity events

**Work Experience:**

**Oxfam July 2019 – March 2020**

**Retail Assistant**

* Welcoming customers in the shop
* Dealing with all customer queries
* Directing and advising customers on products within the shop
* Operating the till and cash handling
* Stacking shelves with new and existing merchandise

**Education**:

***Huddersfield University     Sept 2020 – July 2023***

* *Computing (Hons)*

***Brooksbank Sixth form Sept 2018 - July 2020***

* *A’levels Business (A), ICT (A), Criminology (C),*

***Trinity Academy Sowerby Bridge Sept 2013 - July 2018***

* *GCSE’s Business (A), ICT (B), English Language (B), English Literature (B), Maths (C), Science (C), History (C), Statistics (C)*

**References:**

***Available on request.***