

# Lachlyn Reynolds

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My career objective is to become a valued employee and to accumulate a variety of skills within the workforce.

## EXPERIENCE

### **Multiskills Training, 6/43-47 Riverside Avenue, Werribee VIC 3030**

10 DEC 2019

Transferring archive boxes from external storage to local storage.

### **Salvation Army Food Service, 209 Watton Street, Werribee VIC 3030 — Volunteer receptionist**

23 APR 2019 - 15 JUL 2019

Customer Service, Managing documents and files, Answering telephone, Using computer for data entry.

### **The Salvation Army Red Shield Appeal, Werribee Central VIC 3030 — Donation Collector**

21 MAY 2019

### **Geraldton Fish Market, 365 Marine Terrace, Geraldton WA 6530 — Retail Assistant**

2014 - 2015

Handling raw and cooked seafood, cleaning, cash handling, delivering ice, heavy lifting, and customer service.

## EDUCATION

### **Coder Academy, 8/120 Spencer Street - Diploma of Information Technology.**

23 MAR 2020- 20 JAN 2021

### **Victoria University Polytechnic, Hoppers Ln, Werribee VIC 3030 - Cert II Information, Digital Media and Technologies (ICT20115).**

23 JUL 2019 - 05 DEC 2019

### **Hoppers Crossing Secondary College, 2 Fraser Street, Hoppers Crossing VIC 3029 — Victorian Certificate of Education**

JUN 2016 - OCT 2018

Completed year 12 with a VCE Pass

## SKILLS

Organisation Skills

Customer service

Problem solving

Microsoft Office Suite (Word, Powerpoint, Excel, Outlook)

Good understanding of the fundamentals of HTML, CSS, JavaScript, Python, Ruby

## INTERESTS

Helping Others

Coding

Problem Solving

## REFEREES

Jane Kerbage  
Case Manager @ The  
Salvation Army Werribee  
209 Watton Street, Werribee  
3030  
P: 0437 516 048

Clinton Lodge  
Proprietor of Geraldton Fish  
Market  
(permanently shut down)  
365 Marine Terrace,  
Geraldton 6530  
P: 0407 423 831