

Pedro Passos

 07453260244
 pedro.passos.pt@gmail.com
 www.linkedin.com/in/pedropassospt
 http://pedropassos.uk/

Web Technologies Graduate with a passion for IT and Technology searching for a Junior Web Developer role. Armed with a strong set of soft skills along with solid foundations in problem-solving and possessing the enthusiasm, drive and motivation required to get tasks done. Currently searching for opportunities to build my career, improve my capabilities and would serve any employer who respects loyalty and responsibility.

Programming Languages

- HTML
- CSS
- JavaScript
- Java
- MySQL

Education

- 2014-2018: **Web Technologies** - Degree at Birkbeck University of London.
- 2003-2004: **IT Technician** - NVQ Level II completed, average of 85% DTIM College.
- 2000-2001: **CAD & Design** - BTEC / A- Levels completed, average of 75% APEL College.
- 1997-2000: **GCSE** - Hill High School in Johannesburg South Africa

Work Experience

Vision Express - *Optical Assistant 2016/10 – Ongoing*

- Responsible for collections department.
- Troubleshooting visual issues and problem solving.
- Devised new ways of working and streamlined several processes.
- Restructured and refined the collections department.
- Training and mentoring four new staff.

Russell & Bromley - *Senior cashier 2012/10 – 2016/09*

- Responsible for banking procedures and safe money.
- Managing refunds and returns as well as issuing tax refunds
- Receiving and processing cash and credit card payments per as per company guidelines.
- Managing stock to and from other branches as well as repairs and faulty goods.
- Verifying weekly statements and substantiating with relevant paperwork.
- Training and supervising eight new staff.
- Logging staff hours and maintaining an efficient branch filing system.
- Producing weekly stock statements, sales reports and trade expenditure.