

## Curriculum Vitae

**Benjamin**

**Burrell**

Location: Milton Keynes

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DOB: 11/05/98

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### Personal Profile

I am a conscientious individual with a bright, sociable and enthusiastic attitude. I am able to work at a fast pace, necessitating a quick thinking, articulate ability. Confident and keen to work on my own initiative and also as part of a team, I possess a flexible manner able to cope with the ever-changing demands of the role.

### Key Skills

- Excellent administration skills
- Good team player
- Excellent knowledge of work place health and safety
- Flexible and willing to learn new procedures
- Very adaptive to changing needs
- Strong customer service experience

### Education

**September 2015 – June 2016:** Milton Keynes College:

Level 3 Subsidiary Diploma BTEC - **Pass**

**September 2014 – June 2015:** Milton Keynes College:

EAL Level 2 Diploma in Engineering - **Pass**

**May 2015:** Fundamental skills qualification in English level 2 - **Pass**

**June 2015:** CATIA V5 Fundamental Training Course Engineering

**September 2012 – July 2014:** Oakgrove School

GCSEs: Maths C, English Language D, English Literature D, Biology C, Chemistry C, Physics C, ICT B, French E, Geography D.

## **Additional Qualifications**

I am currently completing a online full stack web developer course from CodeInstitute at home in any spare time I can find in order to get to a sufficient level to get into the coding industry. In this course I am learning all of the fundamentals of the most common coding languages such as HTML5, CSS, JavaScript, Python and Django. I have also been learning about the Bootstrap framework and I have been getting familiar with how to apply this to my own projects. Throughout the course I will be completing various projects along the way using various techniques and languages in order to create the best web pages possible which I will then add to my portfolio when they are graded and come back to me. The course should take me until no longer than February 2020 to complete and by that time I will be looking for a web developer job that I can grow and become a more efficient developer with.

## **Employment**

**November 2015 - present: *Customer Assistant and Team Leader at Tesco.***

My time at Tesco, working in various stores, has enhanced many of my professional skills, through working practically in store and socially interacting with customers. Daily tasks include working with deliveries, shelf stacking, customer service, cash administration, stock control, as well as general store housekeeping. I have been given extra responsibilities beyond my usual role to assist management in the day-to-day business and frequently run shifts and manage the team in the operating of the store. During my time at Tesco I have used multiple computer systems in-depth and have utilised my own knowledge to assist in this.

## **Work Experience**

I completed my work experience in July 2013 at Mercedes Petronas F1 Team in Brackley and worked in numerous departments, for example, Workshop, Design, Engineering. I also participated in meetings and when the F1 Race Cars came back to the factory between races I was asked to assist in stripping the car and cleaning. I also got the chance to dismantle the DRS system and then put back together making sure that it worked.

This experience gave me a great taste of the working world and provided a

platform for my future and it has gave me skills which can be used in the field I am looking to work.

I am a hard worker and enjoy learning new things, working in groups and I am dedicated to continuously improve throughout my working life.

## **Other Interests**

I have been very successful in collecting many awards in football at MK Dons Juniors when I was growing up such as Players Player award for one season and Managers player of the season. I attended regular training sessions.

I am used to a team environment and working with others whether it be during sport, on various computer games or in a workplace.

I love computers and the whole dynamics of the workings. I like gaming, watching films and spending time with friends and family.

## **References**

Mr Bondan Datu  
5 High St,  
Woburn Sands,  
Milton Keynes  
MK17 8RQ

Mr Mark Harrison  
1 New College  
Main Street  
Radclive  
Buckinghamshire  
MK18 4AB