

# Timothy Leatau

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LinkedIn: <https://www.linkedin.com/in/timothyleatau/>

Git Hub: <https://github.com/Vog2k>

Personal portfolio using Github <https://vog2k.github.io/index.html>

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## Education

Unitec Albany North Shore      2013 – 2014      1-year Mechanical Automotive studies

Massey High School      2010 - 2013      NCEA - Level 1

Whitecliffe College Certificate in Computing and Information Technology (Level 5)

09/05/22 - 25/09/2022

Currently studying

Whitecliffe College Diploma in Web design and web development

10/10/22 - 25/7/2023

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## Work Experience:

### NZ Bus

General Hand, July 2018 – March 2022

Responsibilities:

- Detailing vehicles,
- Fuelling buses,
- Documentation of bus data,
- Ran and organised the yard,
- Trained and mentored new employees,
- Performed general administrative tasks,
- Maintained a clean and organised working environment to enhance productivity,

- Maintained a clean and inviting bus environment aiming to always provide passengers with a pleasant riding experience.

Transferable skills gained from role:

- Teamwork,
- Multitasking,
- Computer skills,
- Administration skills,
- Ability to work unsupervised,
- Ability to work in a fast-paced, high-pressure environment.

## **Fence Me In**

Apprentice, May 2015 - November 2016

Responsibilities:

- Assisting to build and install fences,
- Worked to ensure a positive, hassle-free customer experience,
- Handled installation duties,
- Performed routine landscaping of the grounds,
- Repaired equipment, when necessary,
- Utilised excellent time management skills to complete projects on time.

Transferable skills gained from role:

- Gained extensive knowledge of hand and power tools,
- Customer service skills,
- Project management,
- Time management.

## **Teko Automotives**

Unpaid Internship, May 2011 - December 2012

Responsibilities:

- Carefully examined vehicles during troubleshooting efforts,
- Repaired and overhauled brake systems,
- Completed full engine repairs and replacements,
- Kept customer satisfaction at the forefront of interactions,
- Worked well independently, and as a team,
- Utilised advanced troubleshooting and diagnostic skills to maintain and repair vehicles.

Transferable skills gained from role:

- People and interpersonal skills,
- Adaptability,
- Ability to learn and apply new knowledge quickly.

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## Personal Interests

- Traveling – I love to travel and have had the opportunity to travel to multiple countries which I feel has given me a lot of real-world experience,
- Gaming – I have enjoyed video games and board games ever since I was a child, gaming is how I connect with friends and family, I believe that gaming has given me many skills that I use in my everyday life such as problem solving, teamwork and the ability to think fast on my feet,
- Investing – I have recently enjoyed learning about the stock and crypto markets, this has sparked an interest in current affairs and how they affect our economy.
- Designing – I love to design mock websites and applications and learn new skills on YouTube.

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## References:

References are available on request.