Will Robert Hawkins

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Personal statement

A conscientious and professional assistant with experience in picking and packing online orders, I am currently planning on moving to Brighton this September and am seeking a new position within the fashion industry whether that is a store or warehouse. I have a great attitude to my work and approach my roles with efficiency and great care. I pride myself in being able to quickly learn and adapt to new skills.

Key Skills

* I am experienced with using Shopify software.
* Experience using DHL express ecommerce.
* Able to comfortably process up to 100 online orders a day.
* Basic skills within Microsoft office.

Employment History

Warehouse assistant, Stan Ray, Braunton

(July 2022 – Present)

Part Time role (Alongside Distance learning course)

* Fulfilment of online orders and wholesale distribution.
* Restocking of website warehouse garments.
* Stocktaking.
* Preparing new seasonal stock for website.
* Processing returns and refunds.

Kitchen Porter, The Yard, Appledore

(April 2022 – June 2022)

Seasonal job

* Working as part of the kitchen team.
* General kitchen porter roles.

Warehouse volunteer, North Devon food bank, Bideford

(December 2021 – April 2022)

Volunteer for distribution centre, providing for food banks around North Devon.

* Labelling new stock with expiry dates.
* Handling and organising stock in the warehouse prior to distribution.

Education

Distance learning centre

(September 2022 – Current)

Access to higher education diploma in Business studies.

* Online studies part time.
* Total of 70 UCAS points (Level 3)

****Pilton community College****

(September 2015 – June 2021)

9 GCSE’s:

* Design and Technology Grade 7
* Biology Grade 6
* Physics Grade 6
* Physical education Grade 6
* Mathematics Grade 5
* Chemistry Grade 5
* English language Grade 4
* English Literature Grade 4
* French Grade 3

Hobbies & Interests

* Fashion – I have a strong interest in the streetwear scene.
* Music – Collecting vinyl records.
* Gymnastics – I did gymnastic lessons for 6 years and competed in small competitions.
* Skateboarding

References

References are available upon request.