# Bilal Ansari

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# Profile

I am an enthusiastic, hard-working individual that is passionate about the responsibilities and tasks I am presented with. I can find a responsible approach to settings that require working in a group through great communication skills. My intuitive character has allowed me to develop into a fast learner who can adapt to a broad spectrum of works required. I always strive to exceed expectations through an excellent work ethic. The ability to work under pressure is one of my strongest traits. Having worked at a retail store in a managerial position for several years gave me an insight to the diverse nature of a business which highly improved my organisation and communication skills. The tasks of dealing with a range of people from different backgrounds gave me an open mindset, patience and a determined personality that went on to help me complete the Quantity Surveying degree at the University of Central Lancashire. Working and studying at university has made me confident that I can be a valued team member.

# Education

**University of Central Lancashire 2017 to 2019** - BSC Quantity Surveying

**University of Blackburn 2017** – higher national certificate in Construction and the Built Environment – Merit

**Blackburn college 2015** - BTEC Construction and The Built Environment - Extended Diploma - 3 Distinctions\*

**5 GCSE’s (A to C’s)** - Including maths, science and English

# Employment

Cheapest fabrics UK - September 2010 – 2019

I worked in every aspect of store management in order to provide the best quality of service. At this position I was able to adapt quickly to different situations when dealing with clients face to face and giving the best advice on various issues that helped to increase my abilities in problem solving.

* Heavy lifting – loading and unloading
* Dealing with clients face to face
* Document transfers
* Administration duties
* Customer service
* Invoices
* Supervising a small team

## Amazon flex Deliveries – 2019

Responsible for picking up packages from warehouse and delivering to client’s destinations. There can be issues with GPS on routes given and clients are not always present to receive their parcels. Working in these settings moulds you into a determined problem solver so you can make the best out of a bad situation.

* Heavy lifting - Loading and Unloading
* Transferring documents
* Dealing with clients face to face
* Customer Service

La glacier ice cream parlour 2013 – 2014

I had many different duties at la glacier. I was responsible for;

* making personalized shakes
* serving
* cash handling
* counting store items
* restocking accordingly.

# Skills and personal attributes

At Blackburn university and UCLAN I had to complete several group projects that looked at collecting multiple types of data and working as a team with diverse individuals. This showed I can work in teams in order to meet deadlines, as well as making decisions effectively when required through strong and adaptable communication skills.

Being punctual is a significant factor in the workforce. While studying I was also working full time. This meant I had to prioritise my time efficiently to meet deadlines and still provide the highest standards while working. I did this by making a plan after speaking to my friends and family who have also been through similar situations. This demonstrates I am determined and willing to use different strategies to achieve my goals even when they seem beyond my reach.

There are many responsibilities that come with working at different jobs at the same time. Managing my time in the most efficient manner was the goal so I can still spend time with family and friends. I had to learn to become confident in my roles by using and improving on organisation skills.

A big part of my position at cheapest fabrics was customer service. Through this role I gained a lot of experience in being attentive to customers’ needs and being able to communicate in a responsible manner. A lot of times people come to the shop with various issues and I can confidently give great advice and information relating to our products. My aim is to build on my character and implement the skills I have learned into every aspect of my life.

## References available on requests