

# Luke Ponga

## CONTACT

- Lukeponga9@gmail.com
- 021 103 8077
- Hamilton, New Zealand

## SKILLS

- Positive attitude
- Strong communication
- Logical Reasoning
- IT Support
- Computer Systems
- Microsoft Office
- Teamwork
- Lean manufacturing
- Problem solving
- Customer service
- Attention to detail

I am a hardworking individual who is always looking to learn and grow. I am a team player and I am always willing to help others. I am a quick learner and I am able to adapt to new environments and situations. I am a reliable and responsible individual and I am always willing to go the extra mile to get the job done. I have a strong work ethic, and I am always punctual

## EXPERIENCE

### **VOLUNTEER** SPCA OP SHOP

Aug 2025 – Present

- Receive, sort, and clean donated goods to ensure quality control for resale. Assist with
- visual merchandising to create an appealing and organized retail environment.
- Deliver professional and friendly customer service to enhance the visitor experience.

### **HOSPICE CLEANER** NEW CLEANLAND

June 2025 – Present

## EDUCATION

### **VISION COLLEGE** DIPLOMA IN SOFTWARE DEVELOPMENT LEVEL 6

2020 – 2021

### **VISION COLLEGE** DIPLOMA IN WEB DEVELOPMENT AND DESIGN LEVEL 5

2019 – 2020

### **VISION COLLEGE** CERTIFICATE IN BUSINESS ADMINISTRATION & TECHNOLOGY LEVEL 3

2018 - 2018