

Alex Whitney

15201 Maple Systems Road, Cypress Creek, Springfield

☎ 080 1231234 ✉ alexwhitney@gmail.com

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Commented [MC2]: Don't! Beware stalkers!

Commented [MC3]: Should be a tel: hyperlink

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PERSONAL PROFILE

I am a young student passionate about learning. I have a huge interest in technology as it is an ever-expanding industry. I have many skills which I have gathered from my time working as a chef assistant and from my time in education such as good time keeping, hardworking, dependable, adaptable and patient. I am capable of working independently and with a team to achieve a common goal. I work hard in order to adapt with situations and deadlines. I also aim to get along with all I meet to create a happy and positive atmosphere for all. I communicate clearly with work colleagues and fellow students to create confidence in communication. I work hard in order to achieve my full potential.

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EDUCATION

Sept 2022 – Present

QQI LEVEL 5 Computer Systems & Networks

Springfield College of Further Education, Spring Street, Springfield

Modules:

- Operating Systems
- Networking Essentials
- Maths for Information Technology
- Programming and Design Principles
- Personal Profession Development
- Communications
- Computer Hardware
- ICT Security Policy and Management

Commented [MC7]: Unlikely anyone cares! if you have to, attach subjects and grades on a separate sheet. Your personal profile/ skills box should already have informed the reader of what's necessary here

Sept 2017 – June 2022

Leaving Certificate

Springfield Elementary School, Springfield, USA

WORK EXPERIENCE

June 2019 – Present

Chef Assistant, Kitchen Port

Uncle Moe's Family Feedbag, Town, Springfield

Duties:

- Help with the kitchens upkeep
- Retrieve food from storage area.
- Help make salad and sandwiches.
- Sweep and mop the floor at the end of the day.

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HOBBIES & INTERESTS

- I love listening to music.
- I'm good with animals. We keep dogs, cats, hens, ducks and ponies.
- I love gaming. I particularly love Genshin Impact.
- I'm very active. I partake in yoga every Thursday and I love to run when I have time outside my busy schedule.

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- I also love watching anime and dramas.

Commented [MC11]: Write in third person

REFERENCES

Moe Szyslak	Seasmor Skinner
Manager	Principal
Uncle Moe's Family Feedbag	Springfield Elementary
Town	County
Springfield	Springfield
080 1231234	060 123456

Commented [MC12]: Just say Reference available on request. Also, if the reference a small business, they might not like their details being given out on mass