

WILLIAM OTTO

M: 0457888791

E: ottwil01@gmail.com

D.O.B.: 30/03/1994

Availability: All days

I am a diligent and hard-working individual who works well in various environments. I am able to work efficiently for long periods of time. Additionally, I am physically capable of sustaining high levels of activity whenever required. I am a fast learner and I will have no trouble adapting to a new environment and to working with others. I am looking forward to hearing back from you.

Employment and Work Experience

2013-2018 Infraplan

Statistical Analyst

- Assisting in research for various urban planning projects
- Working within a team in deciding how to approach a project brief
- Reporting back to project managers regularly
- Using a computer to assist in various research tasks

2016 Black Eye Coffee

Barista

- Making coffees, smoothies and other food items
- Cash handling and customer service

February 2013 Gulfstream Aviation

Aeromechanical Engineer Assistant

- Repairs and services to various aircrafts
- Working with others to solve various issues
- Using problem solving skills and logic extensively

2010-2013 Dunn Street Medical Centre/Clinpath Medical Centre

Secretary

- Filing patients' information
- Using the telephone and taking messages
- Operating the desk
- Providing patients with necessary information about medical procedures

2010 Matthews Architects

Work Experience

- Drawing floor plans for various homes
- Drawing 3D models, sculpted models on the computer
- Attended site inspections

2009 Leighbrook Resthaven

Community Service

- Assisted the elderly in daily tasks
- Provided them with entertainment in the nursing home
- Served food and drinks
- Worked from 8am until 6pm each day

Qualifications

2015 TAFE SA

- Espresso Coffee Making
- Intensive World of Bartending

Education

2002-2011 St. Peter's College

- Year 12 SACE: Studied Physics, Geography, Math Methods, English Communications, Biology

2013-2014 University of Adelaide

- Bachelor of Science: General

2015-2017

- Bachelor of Commerce; Corporate Finance

2018-current Flinders University

- Bachelor of Mathematical Science (in progress)

Additional Skills

- Excellent problem solving and analytical skills
- Capable of working well in unsupervised environments
- Leadership and team management skills
- Friendly and approachable
- Skills in creative development

References

George Giannakodakis: Managing Director of Infracore
[0401 124 320]

Mr. John Ellice-Flint: Chairman of The South Australian Museum
[0416 602 247]