

# CV

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I am writing in regards to wanting to have the honour of becoming part of this team. Being an employee is not only very respectable, but it is also a very challenging responsibility I am willing to take on. Additionally, I think that I am very much capable of accomplishing every demand and task that comes with being an employee to the best of my ability. I believe I am ideal for this job as I have had a lot of experience when it comes to leadership and commitment. What I strive to do on a regular basis, is maintaining a positive relationship with everyone. I am a very organised person who likes to keep busy.

## Work experience history-

2012 : **Newfield-** Old Bank Ln, Blackburn BB1 2PW, 01254 588600

I went to a primary school called, 'Newfield'. I observed that Newfield is a happy, thriving and rapidly improving school providing a high quality of education, for different people with different needs and requirements.

2017 -**Mashes Wing Ranch-** Richmond Terrace, Blackburn, 01254 678899

The experience of working part-time as a waiter had got me out of my comfort zone. It has given me a broader experience of understanding a customer's needs and preferences, verbal communication, appropriate language and working under pressure. I worked at this restaurant as I had a lot of spare time on hands. For this reason, I began to socialise on the job and developed my ability to cater for customer needs.

2018 -**Amazon Delivery-** Leyland.

Working for amazon delivery and giving parcels to the customer as well as doing it within a set amount of time has allowed me to work fast and meet a certain deadline. It's about meeting different people, all the time and giving instructions to the driver, which means I had to be thorough and accurate with what I was doing or we would get delayed for our next parcel time.

2018 -**Riaz Pharmacy** – Blackburn, Whalley Range.

I worked at this workplace when I was trying to discover when I was trying to decide what career path I wanted to go into. I had to shadow a member of staff within the pharmacy, observing their day-to-day work, any extra duties and responsibilities they may uptake. I also took on responsibility of receiving NHS Medical prescriptions. Furthermore, I discovered how customer service affects business tactics which could affect daily income (increase or decrease).

2021 -**Iqra foundation-** Bangor street community centre-

I have to follow an established syllabus, which promotes religion in a way which is both educational and fun, to teach children the love for religion. The class is to be taught in a gentle and caring manner so that we can teach and bring up today's children in a nurturing environment to prepare them for the challenges they will face throughout their life. Outcomes to educate children to a good level of Islamic knowledge recitation of the holy book and to have as their foundation the utmost love and reverence for the best of creation so that they become positive members in their family's circle of friends and wider community.

2021-2022 March- Signature Vapes, Blackburn.

I worked at Signature vapes and provided customers with an outstanding experience, driving sales of all VIP products, achieving individual sales targets & contributing to the wider performance of the Kiosk and accurately processing sales through the Epos system, I was driving our fantastic offers, carrying out customer consultations to give a superb VIP experience, delivering product care, maintenance requirements and warranty information

Voluntary Job: **Each Step-** Infirmary Road, Blackburn BB2 3LP (November 2016-till mid 2017)

Each Step is named for the Best Dementia Care Home at the National Dementia Awards in November 2016. I have experience in offering respite, residential, nursing and end of life care for up to 64 people. During my time, I have taken up many different roles which have given me the skills that are needed in being an employee.

### **Skills and experience-**

- Goal setting and prioritizing tasks, in advance, for organisation.
- Switching and adapting how I come across, in different setting, with different people, allows flexibility and a relationship to be built.
- Communication- verbal and non- verbal
- Creativity which stems from self-motivation
- Building and maintaining relationships with others to foster positive outcomes.
- Accepting responsibility and therefore, using my initiative- in a working environment.
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### **Education/ Qualifications -**

#### **Tauheedul Islam Boys High School and Sixth Form College: 2014-2019**

- **GCSE's-** 8 GCSE's, expected to receive grade C or above in all subjects (Including- Maths, English Lit, English Lang, Science, French, History, Citizenship and Religious Studies.)
- Studied a hybrid course, Criminology and BTEC courses, Business and Law at St Marys College, Blackburn - which gave me a broader understanding of skills and knowledge for university. I achieved a 2:1
- **I am currently a University Student at UCLAN, Preston, studying a Policing degree, expecting to finish in 2024 summer.**

I attended SLYNCS (strengthening links between the youth and networks, communities and specialists). This is a youth empowerment social action organisation based in Blackburn. The aim is to support the community and to make changes, in order to protect our future as well as the world around us. A project which I was involved in, called 'Bridge in Blackburn', was a metaphorical term to overcome stereotypes and judgements within the media, in order to create a community full of unity.

I also attend Blackburn Youth Zone on a weekly basis. This allows me to build confidence by mixing in by myself with other people by getting to know them better. There are many different people with different cultures and beliefs and it's showed me things from their point of view. In Youth Zone there are a wide range of activities to do, such as; Art workshops, Beat boxing, Creative writing, Drama and theatre, Film and production, Poetry writing and street dance. There are many competitions which take place, and this highlights my strengths and weaknesses as well as my talents.

After reading this, I hope that you will consider giving me the opportunity and responsibility of becoming a prefect employee of this industry and representing our work in the best way possible. I look forward to hearing back from you.

Yours sincerely,

Adil Kauji.