

Personal details

Name

Glen Colledge

Address

32 Calvert Terrace, Murton,
Seaham
Durham, SR7 9QG

Phone number

07716819657

Email

glencolledge@outlook.com

Date of birth

26/05/1992

Gender

Male

Driving licence

Full UK manual

Skills

>Qualified Category C+E HGV

Driver

>Vehicle safety checks and tachograph use

>I can use my own initiative.

>I work well in part of team and individually.

>I can vary my communication skills to suit a diverse range of listeners.

>Organized.

>Punctual.

>Excellent communication skills.

IT skills

>Proficient in Microsoft applications such as excel, word etc

>Proficient in using hand held devices.

Hobbies

>Classic car shows.

>Walking long distances.

>Meeting new people.

Glen Colledge

Hard-working and reliable newly qualified HGV driver with Category C+E Licence and CPC. Excellent communication and customer service skills, developed through years of experience in customer facing roles.

Work experience

Class 1 Tramping

Jun 2025 - Jun 2025

NAS Group, Newton Aycliffe

- Operated a Class 1 vehicle with a 16 ft curtain side trailer to transport products to multiple locations across the UK. For example: Kegs of beer to building materials. - Reversed into loading bays and bay doors in areas with restricted access. - I was provided training on load strapping techniques for novice drivers. - Reason for leaving: Preference against sleeping in the cab for extended periods. 5 days experience gained.

Porter

Mar 2023 - Present

Campus Living Villages / Durham University, Durham

My duties include but not limited to:

>Welfare needs such as first aid or emotional support.

>Maintenance repairs to student accommodation rooms or facilities.

>Security patrols of the campus.

>Up keep of the grounds.

>Emailing university staff keeping them updated with incidents should they occur.

>Taking phone calls from students with enquiries and dealing with them accordingly.

>Attend the reception out of hours for students to collect post/parcels.

>Deal with police or ambulance should an issue arise.

> Incident reporting.

Delivery Driver 3.5t

Nov 2022 - Mar 2023

AO.com, Spennymoor

>Delivering white goods to customers all over the UK.

>Delivering to commercial and domestic properties.

>Providing excellent customer service.

>Installing the good whether that's installing washers, fridges etc.

>Sticking to estimated delivery times.

>Driving a 3.5ton van.

>Vehicle safety checks every morning.

>Manual handling.

Mobile Civil Enforcement Officer / CCTV, Customer Service Advisor

Oct 2020 - Nov 2022

NSL Ltd - Durham County Council, County Durham

>Serving customers while meeting their needs at one of our park and ride sites, or multi-storey site whether that's on the site itself or on CCTV and answering the phone with on street patrolling from time to time.

>Dealing with complaints.

>Monitoring CCTV for the security of customers vehicles and customer safety.

>Analysing data and information.

>Having a presence on the street to deter road users from been in contravention while actively walking a beat of up to 20+ miles.

>Problem solving and face to face conflict sometimes with difficult customers.

>Being the ambassador of the company as our face will be the first thing people see.

>Issuing Penalty charge notices where needed.

>Using a radio, handheld device and Microsoft applications like word and excel.

>Talking to members of the public at the park and ride sites and on street while patrolling making relationships with residents and regular service users.

Enforcement Officer

Oct 2019 - Oct 2020

DVLA NSL, Gateshead

- >Duties include patrolling north east areas in an ANPR van tracking down car tax evaders.
- >Clamping offenders and issuing fines for offenses made.
- >Dealing with sometimes difficult people and giving advice of the law and rules of licensing.
- >Making sure full concentration is paramount due to the nature of the role.
- >Making sure all paper work is correct and using a handheld device to enter information.
- >Road worthy checks every morning of the vans we are using that day.
- >Occasionally do operations with the police to remove vehicles with no tax from the roads that have been difficult to clamp and recover due to violent and aggressive people.

Certified IPC Specialist (CIS)

Aug 2016 - Oct 2019

TRW/ZF, Houghton-le-spring

- >Ongoing training for process leader following duties of regular and relevant paperwork ensuring the line is running efficiently and shift targets are met.
- >Fully responsible for making sure every part of the production line is running and making sure shipments are on time.
- >Quality inspections of PCB boards checking the welds and conditions of the product.
- >Keeping the assembly line running effectively and efficiently keeping records of defects and reporting them promptly.
- >Following the ESD protocol to ensure standards are met.
- >Building the PCB boards for the power steering motor which we build also.

Certificates

Driver Certificate Of Professional Competence Module 4

2025

Module 3A Pass Certificate

2025

Large vehicle off-road manoeuvres test pass certificate

Practical Driving Test Pass Certificate

2025

Education

Average GCSE'S from C - D

Sep 2003 - Jul 2008

Easington Community School, Easington

References

References available upon request

Additional information

I have excellent communication skills and customer service skills I have always wanted a career that has a challenging role and I work good under pressure.

With all my skills combined I think I would be a great candidate for this role.

Various information

Gaps in employment was due to the fact I was helping my mother care for my disabled sister until permanent care was available.