

Profile:

I am hard working, patient, enthusiastic and friendly with excellent organisational skills to offer an employer. I am flexible in terms of hours that I am available to work. I have a good attendance record, and have always demonstrated precise time keeping skills. I can provide references to support my application for employment, and would be willing to complete a short work trial to show you that I am a quick learner and motivated individual.

In my spare time I enjoy keeping fit and active playing sports with friends swimming, playing football. I also have a keen interest in self-improvement and greatly enjoy developing my English skills.

Key Skills & Attributes:

- Ability to meet deadlines and work well under pressure
- Quick to learn new skills
- Fluent Polish language and English
- Able to follow instructions and use initiative to complete tasks.
- Good organisations skills
- Excellant Communication skills
- Motivated team player
- Willing to travel
- Class 2 Lorry Driver

Education:

St Aidan's High School From 2012 – 2017

National 5 – English (Grade C) 08/2014

National 5 – English for speakers of Other Languages (Grade B) 08/2015

National 5 - Spanish (Grade C) 08/2014

National 5 – Hospitality Grade B) 08/2015

National 4 – Chemistry 08/2014

National 4 - Biology 08/2014

National 4 – Geography 08/2014

National 4 – Mathematics 08/2014

New Lanarkshire College in Motherwell From 2017- 2019

HGV Mechanic

Inspecting vehicles and reporting any problems or damage in a timely manner.

Work History:

Assistant in Arnold Clark, Volkswagen Dealership Centre November 15-11-2014

Duties included:

Planning and carrying out tasks with limited supervision to a high standard.

Follow health and safety regulations and the other workplace rules.

To pay close attention to all aspects of work practice.

Listen and accept instructions.

To ask for assistance or advice when required and ask questions where appropriate.

Work co-operatively with others.

Micron Technology, East Kilbride 18/06/2017 – 15/08/2017

Duties included packaging micro cards and Pen Drives.

Quiz Clothing, Warehouse Industry Bellshill 20/06/2017 – 13/12/2018

Duties included picking and packaging clothes.

Argos Driver's Mate, Home Delivering White Goods 01/2019 – 11/2021

Delivering goods to customers, phoning to customers using E-pod.

Loading, transporting, and delivering items to clients or businesses in a safe, timely manner.

Reviewing orders before and after delivery to ensure that orders are complete, the charges are correct, and the customers is satisfied.

Assisting with loading and unloading items fro vehicles.

Providing excellent customer service, answering questions, and handling complaints from clients.

Adhering to assigned routes and following time schedules.

Abiding by all transportation laws and maintaining a safe driving record.

Co-operative 02/2022 – 07/2022

Picking and packing orders in a timely manner, working to targets.