Young Jobseeker

10 Anystreet

Anytown

Isle of Wight

AB12 3DE

01234567890

sensibleemailaddress@gmail.com

**Personal Statement**

A friendly and outgoing young man who enjoys working with people. Someone who enjoys working in a customer service environment and appreciates the need for good customer service. A good communicator who is always happy to talk to people and who takes great pride in providing excellent customer service. With some experience in the area now and now looking to develop my skills in this area further.

**Customer Service**

* Retail experience
* Dealing with customer enquiries
* Cash Handling
* Good on tills
* Good numeracy skills
* Experience in the charity sector
* Stock rotation
* Ensuring that the shop is clean and tidy
* Cataloguing of stock

**General Skills**

* Conscientious and friendly
* Good time keeper
* Excellent communicator
* Smart in appearance
* Motivated (had a paper round when at school)
* Physically fit and active
* Well organised

**Work History**

I have worked at Oxfam in their bookshop since May this year. Where I was responsible for ensuring that the shop was stocked correctly and was also expected to deal with customers. I also worked on the Isle of Wight College cake sale which raised funds for the Isle of Wight College. Prior to that I had a placement doing gardening work at a local hotel. Whilst at school I had a paper round.

**Qualifications**

I have attained Maths to GCSE level and I am currently studying English to the same level.

**Interests**

My Interests include running and parkour (free running) and also gaming, cooking and reading.

References are available on request.