

Richard Owen

PART TIME WORKER

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A youthful, yet dedicated, worker who has had experience in multiple positions, such as a youth worker and sales assistant, who is searching for a stable Part-Time position within the retail industry. Personal goals include; to expand my knowledge, hone my skills, and gain experience while providing outstanding customer service and excellent team-working skills.

SKILLS

Flexiable

Goal Orientated

Reliable

Hardworker

Active Listener

Creative

EXPERIENCE

Sep 2019 - Present

Part Time Youth Worker (Volunteer):

Morkal Community Centre

- Observe and monitor children's behaviour.
- Safeguard children and maintain confidentiality
- Interact with and maintain professional relationships with children and co-workers.
- Plan and integrate activities into a given time period, promoting inclusion, equality, and diversity.

Sep 2019 - Feb 2020

Part Time Store Assistant (Volunteer):

Aim Animal Rescue

- Assisted customers by answering questions and fulfilling requests.
- Replenished sales floor merchandise and organized shelves, racks, and bins for optimal appearance.
- Greeted customers, helped locate merchandise and suggested suitable options.
- Inspected work areas for cleanliness and obstacles and removed cartons and boxes to keep work areas organized and hazard-free.
- Offered each customer top-notch, personal service and polite support to boost sales and customer satisfaction.

Sep 2018 - Aug 2019

Part Time Nusery Nurse (Volunteer):

Jupiter Montessori Day Nursery:

- Build and maintain professional relationships with children and staff members.
- Plan and initiate activities that encourage and support their holistic development.
- Encourage and assist children's hygiene needs.
- Reporting any suspicious behavior or signs of abuse/neglect.

Sep 2016 - Dec 2016

Part Time Tea Room Assistant

Juventus Grange

- Providing excellent customer service.
- Greet customers with a friendly smile and positive attitude.
- Managing stock rotation, handling food, and serving drinks.
- Handling a variety of situations while under pressure.
- Waiting tables and provide table service.

EDUCATION

Sep 2016 - Present

Diploma

University of Illinois at Chicago

- Skills for Work Level 2 (Passed- 2017)
- Functional Skills English Level 1 (Passed- 2018)
- Functional Skills English Level 2 (Passed- 2019)
- CACHE Diploma Level 1: Health and Social Care in Young People's Settings (Passed- 2018)
- CACHE Diploma Level 2: Childcare (Passed- 2019)

Sep 2015 - Aug 2017

GCSE/ BTEC

Boston University

- GCSE Maths (C)
- GCSE Additional Science (C)
- GCSE Science A (C)
- GCSE Health and Social Care (C)
- BTEC Sports (Award) (Level 2 Pass)
- BTEC Travel and Tourism (Level 2 Pass)
- BTEC Hospitality (Level 2 Pass)

CURRENT COURSES:

Sep 2019 - Present

San Jose State University

- GCSE English (Current Course- ends 08/2020)
- CACHE Extended Diploma Level 3: Health and Social Care (Current Course- ends 08/2021)