**Joe Bloggs**

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## A self-starter and enterprising student with an enthusiasm for the housing and property sector - driven by transformation, vision, and an overall lasting impact on the lives of people. With experience in industries ranging from housing, retail, and FMCG, I have grown a deep appreciation for excellent customer service, teamwork, and adapting in various settings.

## Therefore, I anticipate my continued growth in learning and adapting, within a collaborative environment and alongside driven teams.

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**Accomplishments**

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| **Team House Captain**  Chosen Hill School | June 2021 - Present |

* Organised sports day for approximately 100 sixth form students alongside other team members including vice captains by paying attention and outlining small details that allowed for fellow students to engage in activities within a relaxed, enjoyable and competitive event
* Organised annual house music competition, a one hour performance involving 250 students from Y7-13. Involved coordinating with tech team, other houses, regular choir rehearsals, designing & making costumes and sets, choreographing dance routines and motivating participants
* Communicating with teachers regarding resources for assemblies necessary for students in younger years allowing the students to gain a better understanding of future events and for teachers to communicate and present to the students
* Working with students from youngers years in confidence-building, assisting with induction into the new school environment so that students can feel seen, heard and seamlessly integrated into the wider learning environment

**Work Experience**

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| **Estate Agents Work Experience**  Belvoir Estate and Lettings Agents - Gloucester | December 2021 |

* 1 week in-person work experience among experienced and knowledgeable property professionals, in which I gained access to the systems they used and assisted current and potential tenants
* Created a hotline between tenants and landlords for a fair interaction between both parties so both their needs can be met
* Joined Belvoir team members and property photographers to look at land and vacant properties for potential buyers who are looking to use it for property development, resulting in sales.
* Assisted on property inspections, to assess any damage on the property, and if so, passing these damages on to landlords or contractors for immediate resolution

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| **Virtual Work Experience**  The Academy of Real Assets - Derwent London | December 2021 |

* Opportunity to interact with employees from Derwent London who attended COP26 in Glasgow to share their experiences of how property can be centred around climate change
* Gained information and awareness into more about what property is about and into ‘Real Assets’ and the importance of it, as a result it will lead to further future attention
* Learned more about the word ‘sustainability’ and what it means for a lot of property companies

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| **Team Member**  Greggs - Gloucester | January 2021 – August 2021 |

* Serving everyday customers alongside existing team members, ensuring that the standard of customer service was being reached by maintaining store service guides and policy resulting in customer satisfaction and positive customer feedback
* Working as part of a team focused on delivering a fast and friendly customer experience
* Achieve consistently high standards to meet customers’ expectations
* Deliver relevant added-value to customers to increase sales

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| **Virtual Work Experience**  Bellway Homes - Gloucester/ Newcastle upon Tyne | June 2021 |

* Virtual work experience alongside commercial, construction, financial and land professionals which helped me to establish a deeper insight and perspective into the property market and what factors allow millions of homes to be built yearly.
* In company with other members of the work experience, we gathered as teams to work through a broad range of scenarios such as choosing appropriate land to be built on. As a result, we presented our choices giving justified answers.

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| **Retail Assistant**  Boots - Gloucester | July 2019 - February 2020 |

* Collaborating with fellow colleagues to create a clean and safe environment and taking any direction from managers and supervisors
* Keeping track of new stock and deliveries arriving within and after the shop day, organising them in an effective manner and consequently placing them in their rightful position allowing customers to access what they are looking for with ease and sales to be made efficiently.
* Assisting and supporting during busy periods in peak shop hours
* Corresponded with customers to assist them with any difficulties across the shop floor and helping them find whatever they needed

**Education**

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| **A-Level**  Chosen Hill School- Gloucester | September 2020 to Present |

Business (predicted B)

Sociology (predicted B)

Psychology (predicted B)

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| **GCSE**  Chosen Hill School- Gloucester | September 2015 to July 2020 |

Maths- Grade 4

English Language- Grade 5

English Literature- Grade 5

Science- Grade 5-5

History- Grade 6

French- Grade 5

Geography- Grade 6

**Skills**

* Sales
* Retail
* Group Work
* Social Skills
* Inventory
* Management
* Customer service