

# Curriculum Vitae

**Number of years working in industry: 11 years 8 months**

**Candidate ID Number:** 23624

**Nationality:** British

**Language Skills:**

Fluent: English

Basic: Spanish, French

**Permitted to work in:** UK - United Kingdom

**Position Sought:** Receptionist

## Personal Statement

i want to make something great for myself, enjoy work and see the world and gain new experiences.

Seeking to work in the UK, International Locations and Cruise Ships

## Employment History:

**June 2014 - Present - Receptionist** at (most recent employer hidden for confidentiality) telford, UK - United Kingdom, (Product Company)

### Duties included:

meet and greeting clients, answering the telephone, booking appointments, confirming appointments, up-selling & general admin duties.

## Education and Qualifications:

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gcse's:

maths: c

english: c

science: c

additional science: c

pe/physical education: cc

ICT: cc

business studies: c

## Vocational Qualifications

first aid, fire training, health and safety & food safety level 2

## Hobbies and Interests

zumba. i am also a national figure skater.

CV created at [www.spastaff.com](http://www.spastaff.com)

