AIDAN BIRKETT

Bradford xxaidenxx94@gmail.com

I have a range of skills and experience that would be an asset to any workplace, with a hard work ethic and dedication to completing any job to the best of my ability.

I have excellent time keeping skills and have an impeccable attendance record from my education to my current role, with an aptness for being able to learn new skills at a formidable rate. I pride myself on being polite and courteous at all times, which enables me to integrate within a team efficiently, resulting in me becoming a valuable team member. I work well independently and prioritise tasks that are given to me effectively. I am forward thinking, dynamic and decisive and have a systematic approach to my any role.

# Work Experience

**Customer Service Assistant**

Primark - Leeds

July 2017 to Present

Current Role - Stockroom Operative.

Management of Stockroom – main stock duties include

* Health and Safety ensuring that there are no trip hazard and all fire exits are clear
* Unloading deliveries
* Matching pallet labels with the paperwork
* Sorting recycling ensuring no mixed loads.

Till – roles included

* Processing customers transactions ensuring the customer got their products in a timely manner,
* handling large amounts of cash during and ensuring that customers get the correct change

Replenishment team -

* Replenishing stock and ensuring the stock is on the shop floor and in the correct area,
* ensuring stands and tables are organizing the tables and clean,
* building new fixtures for new stock that has arrived into the store
* dealing with customer enquiries this includes helping find stock that may still be in the stockroom or out on the shop floor

# Education

**UAL Level 3 Extended Diploma in Creative Media**

Production and Technology Bradford College - August 2021 to Present
**Grade – Pending**

**GCSE Mathematics**

Bradford College - August 2021
**Grade – 4**

**GCSE English language**

Bradford College - August 2020

**Grade– 4**

**UAL Level 2 Diploma in Creative Media Production and Technology**

Bradford College - August 2020

**Grade – Merit**

**Bradford Academy**

BTEC business studies – **Pass**

BTEC level 1/Level 2 first award in health and social care – **Pass**

BTEC level 1/Level 2 first award in Information and Creative technology - **Pass**

BCS Level 2 ECDL certificate in IT application skills - **Merit**

# Skills

* Team leader
* Able to work within a team
* Customer Support
* Customer Service
* Able to work to a deadline
* Able to work under pressure
* Good timekeeping

# Hobbies

I like to go to the gym and work out at least 2-3 days a week as I am very dedicated, I also set targets to challenge myself further with the weekly work out regime that they post up on the board. I also enjoy playing video games as I find they help me to relax. This has enhanced my hand eye coordination as well as my communication skills. I also enjoy going to watch Bradford City football team play as well if I have the weekend free and I enjoy socializing with family and friends at the ground.