

James Smith

ABOUT ME

A highly motivated second year BA Business Management Student on track for a 1st classification. My studies have provided me with a strong foundation in the business including an understanding of human resources, statistics and Management Principles. I have five years of retail experience, which has enabled me to develop strong customer service, communication and team working skills. I was entrusted with training newly recruited employees and therefore wish to develop these skills by undertaking a one-year placement with your Company.



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11-07-1995



Drivers license

WORK EXPERIENCE

SHOE SHOP

January 2016
- Current

Sales Assistant

- Utilise excellent customer service skills to achieve targets
- Responsible for recruiting and training new employees
- Entrusted with additional roles such as stocktake, deliveries and analysing store competitors
- Won the Customer Service 2019 award for showcasing high levels of dedication

SKILLS

Recruitment
Experienced

Customer Service
Very experienced

Teamwork
Very experienced

Communication
Very experienced

Flexibility
Very experienced

EDUCATION

STUDENTJOB UNIVERSITY

September 2017 - Current

BA (Hons) Business Management

- Business and Management Statistics 81%
- Human Resources 75%
- Continuing Professional Development 75%

LANGUAGES

Spanish
Good

STUDENTJOB COLLEGE

September 2015 - June 2017

BTEC Business Studies

DDD

HOBBIES AND INTERESTS

Reading crime novels

Travelling across Europe

ADDITIONAL ACHIEVEMENTS

STUDENTJOB COLLEGE

July 2017

Student of the Year

REFERENCES

AVAILABLE ON REQUEST