**Shania Shakespeare-Prendergast**

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**Profile**

I am 18 years old and a student at the University of Kent, studying Graphic Design looking for a part time job which will allow me to develop my skills further. I’m able to adapt to fast paced environments quickly and efficiently whilst utilising my own skill set. I enjoy seeking new opportunities to improve myself further and being a part of a work team would progress towards this. Being challenged and kept busy is something else I also seek which would suit the needs of a job. I’m hardworking, responsible and enthusiastic individual, I can adapt to working in different environments, scenarios and circumstances, by finding the best and valuable solutions to resolve any type of issue. I have excellent communication skills and can work well both on my own and as part of a team. I consider myself to be hardworking, reliable, flexible person who can display a sting team working ethic. I enjoy challenging myself and aim to complete tasks in timely, productive manner with enthusiasm and motivation.

**Skills**

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| * Quick learner, within a new environment I can quickly pick up my task routine and get on with my job.
* I am a very easy person to get along with which can allow for teamwork where necessary, and this can apply to customer services well as I am always happy to help
 | * I have an imaginative vision which can apply within the workforce, also allowing me to work with multiple age groups demonstrating my patience.
* Persistent, I diligently work hard to get my job done in order earn and learn new skills for future life situations
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**Experience**

Newstead Road Preschool **Nursery Assistant**
London, Lewisham

Working in the Newstead Preschool Nursery was a part of my work experience for year 11, I worked here for a week and in doing so I was able to carry out roles such as setting up and organising activities for the children, demonstrating my organisational skills, I was able to partake in in leading activities such as guided reading and supervising when doing certain activities showing my leadership and responsibility skills.

Hamilton Brown **Graphic Design**

**London, Islington**

During my experience working here I was given the task of creating and designing a whole event for a given company, meaning I needed present and displays my work as well as hold meetings to express mine and other ideas to progress. This also included me meeting new people almost every day and asking for feedback on my projects enhancing my customer

skills.

Glenthurston B&B **Maintenance Assistant**

London, Catford

Whilst working here at the B&B as a maintenance assistant I was able to interact with the customers and guest and provide what they needed in different situations, as well as keeping on top of my own duties and tasks such as making sure the different rooms where presentable and clean. This jobs mainly consisted of helping and providing service towards the customers and guests which allowed for me to develop my communication and customer service skills.

**Completed Education**

**Trinity secondary Lewisham**2018**GCSE**

**Harris Academy Greenwich**2020**A-Levels**

**Accomplishments**

* Within Secondary school, I have earned multiple achievements such as attendance awards showing my dedication and punctuality
* I won a Barclay's competition for the best mock interview
* I have won a CEO certificate where we had to create our own company and lead whilst demonstrating a presentation about our product
* And most recently for the past 10 years I have completed the race for life and won medals for those years, showing my commitment and willingness to help