

✦ Maria's Revised CV

Maria Sorrento
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PROFILE

I am a self-motivated and enterprising 16 year old with good communication skills and the ability to use initiative to realise personal goals and ambitions. I am hard working, well organised and I am an enthusiastic team member. I am looking for a sales assistant's position with a high street retailer.

SKILLS / ACHIEVEMENTS

- Confident with both my peer group and adults
- Work well under pressure
- Good attendance and punctuality records
- Represented school and area at hockey and athletics, captain of the hockey team
- Moderate conversational and written French, excellent Italian
- Computer skills - including knowledge of word processing and spreadsheet packages

CAREER SUMMARY / WORK EXPERIENCE

- **Swinton Leisure Centre - 2 weeks' work experience in Year 10**
Planning and organising activities for children aged 7 - 13 years, helping with display materials, dealing with public, mainly parents
- **Hotel St Richard, Swinton - School summer holiday job 2002**
General assistant - silver service waitress, chambermaid, reception duties, kitchen porter
- **Swinton Sports Shop - Saturday job**
Serving customers, computerised stock taking and ordering, and window display

EDUCATION

Swinton Comprehensive School: 1997 - present

GCSE Subject	Expected Grades	GCSE Subject	Expected Grades
▪ Art	B	▪ English Literature	C
▪ Mathematics	B	▪ French	C
▪ Technology (food)	B	▪ Science (dual award)	C
▪ English Language	C	▪ Applied Business Studies	CC

PERSONAL SUMMARY

- Interests: sport, rock concerts, reading and cooking
- Date of Birth: 11.4.86. Nationality: British
- Single and in good health

REFERENCES

- Ms Chris Hemsworth, Headteacher, Swinton Comprehensive School, Swinton, North Yorkshire
- Mr Parvinder Saggu, Manager, Swinton Sports Shop, High Street, Swinton, North Yorkshire