

Eleanor Turner

26 Grayling Street,
Derby,
DE238FS
Elliect95@hotmail.com
07341 624361

Professional Summary

Hardworking, dependable and detail oriented 27 year old with 5 years of experience in customer service. Always ready to go the extra mile and effective at working as part of a team or independently.

After spending the last 4 years gaining life and work experience abroad I am looking for a more permanent role where I can help the company to grow and develop my skills.

Qualifications

Canterbury Christ Church University (2013 – 2016)

Geography BSc (Hons)
Classification 2:1

Key skills gained:

Accomplished communication skills, both written and verbal.

Ability to handle, analyse and interpret complex data before presenting it back.

Analytical and conceptual thinking, with a conscientious approach to managing workloads.

Problem solving and determination.

Attention to detail, working well independently or as part of a team.

A LEVELS

Warlingham Sixth Form (2011 – 2013)

Geography C
Drama C
Media B

GCSE

Warlingham School (2006 – 2011)

Math: C
Science: B, B
English: C, C
Statistics: C
Geography: D
French: C
Drama: C
Art: C
R.E: C

Interests

I enjoy writing, cooking and maintaining a healthy lifestyle and gardening. I love to visit new places but am looking for a more permanent position in England. I enjoy learning about history and visiting historical sites. I love learning and I am currently studying Italian.

Employment History

Altiora

English Teacher

November 2020 - May 2022

Main duties included planning stimulating materials for my classes. Teaching children in kindergarten and elementary school, all of whom are at a different skill level. Providing fun, friendly and educational classes, with a focus on building a passion for English. Keeping track of students progress and ensuring anyone who needs additional support or more challenging work is taken care of. Encourage a "can do" attitude and building confidence in my students.

Pompeii's

Waitress

September 2019 – March 2020

Main duties included clearing tables, serving food and drinks, ensuring customers had everything they needed and were happy. I worked here along side another job and was always able to be punctual, energetic and focused whilst working.

Sejuiced

Supervisor

August 2019 – February 2020

Main duties included training new staff, cashing up, opening and closing the shop, supervising the team, making coffee, serving customers, cleaning tables. This coffee shop had a lot of regulars so excellent customer service and attention to detail was key. This job required a lot of multitasking in a fast paced, lively work environment.

AEON

English Teacher

July 2017 – January 2019

Main duties included preparing lesson plans and materials, teaching students of all ages starting from 6 months. I was also responsible for the sales of additional materials and keeping students motivated, regular educational counselling with my students. Keeping an accurate student progress report for each student and using it to assess how to increase their level.

Art Rebellion

Supervisor

October 2016 – June 2017

Main duties were opening and closing the store. Cashing up and training new staff members. Always serving customers with a smile and dealing with any issues. Taking phone calls, handling orders and keeping the coffee shop running smoothly.

Patisserie Valerie

Waitress

March 2014 – September 2015

Main duties were to work as part of a team, serving customers with a smile. Work efficiently in a fast past environment ensuring customers are tended to. Serving food and drinks. Ensuring a swift turnover by clearing tables and seating new customers as quickly as possible.

References

ALTIORA

Manager: Bora Park
Phone: +82 0522567115
Email: lovelybl5@naver.com

Pompei's.

Manager: Amato Antonino
Phone: (02) 9365 1233

Sejuiced

Manager: Tamar Arzoumalian
Phone: 029300 0253
Email: misstamar04@gmail.com

AEON

laws.

Reference available upon request due to data privacy

Art Rebellion

Manager: Isobella
07805 681790
lza@bella-art.co.uk

Canterbury Christ Church University

Geography Programme Director: Dr Chris Young
Canterbury Christ Church University
01227 922333
Email: chris.young@canterbury.ac.uk