

Dylan Reid

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I am a dedicated and adaptable individual with over 5 years of experience across various industries. Throughout my career, I have consistently delivered high-quality results in fast-paced environments. My approach to tasks is methodical and logical, enabling me to excel in problem-solving and ensure efficient completion.

Key Skills:

- Manual Labour
- Event Crewing
- Bartending
- Customer Service
- Technology
- Communication Skills
- Time Management
- Health and Safety Compliance

Professional Experience:

Warehouse Operative:

- Demonstrated proficiency in inventory management, order fulfillment, and stock replenishment within a fast-paced warehouse environment.
- Utilized strong attention to detail to ensure accurate picking, packing, and dispatching of goods, contributing to on-time deliveries and customer satisfaction.
- Operated machinery and equipment safely and efficiently, adhering to health and safety protocols and minimizing workplace incidents.
- Collaborated effectively with team members to optimize workflow and meet daily operational targets.
- Developed problem-solving skills by resolving logistical challenges and addressing inventory discrepancies promptly.

Technology Enthusiast and Entrepreneur

- I founded and operated an online business specializing in custom-built desktop computers and clothing sales.
- I communicated effectively with customers, guiding them through the customization process and ensuring satisfaction.
- I managed my workload effectively, maintaining attention to detail and meeting deadlines consistently.

Event Crew Member

- I participated in various events including concerts, festivals, and TV shows, undertaking diverse tasks such as staging construction, lighting setup, and transportation logistics.
- I developed skills in sound engineering, event photography, and prop/set design, contributing to the success of each event.

Property Management and Guest Relations

- I played a key role in ensuring guest satisfaction and property maintenance, conducting thorough inspections and managing inventory.
- I strengthened my time management and organizational skills while maintaining a high standard of service.

Administrative Assistant

- I provided administrative support, including organization, filing, and data entry, enhancing attention to detail and accuracy.
- I successfully completed tasks under tight deadlines, showcasing efficiency and reliability.

Additional Information:

- I am proficient in health and safety protocols, with training in hazardous environments and equipment operation.
- I am recognized for my ability to quickly learn new skills and adapt to diverse work environments.
- I possess strong interpersonal skills, capable of professional communication with individuals at all levels.

Personal Details

Driver's License: Other

Eligible to work in the UK: Yes

Highest Level of Education: A-Level or equivalent

Industry: Arts & Entertainment, Hospitality & Tourism, Loading and Stocking, Logistic Support, Retail

Total years of experience: 4

Work Experience

Event Crew

Various Crewing Companies-London

July 2023 to Present

As an Event Crew Member at multiple different companies, including freelance work too, and many leading international event crew providers, I have been immersed in the dynamic world of large-scale professional events.

Key Achievements:

- Participated in executing seamless event operations at prestigious venues such as Pinewood Studios, London Excel, Canterbury Cathedral, and the London Stadium.
- Honed effective communication skills by relaying crucial information efficiently on-site, contributing to the success of each event.
- Demonstrated adaptability and resilience in handling the demanding nature of the job, including long and irregular hours, showcasing disciplined work ethic and perseverance.

Responsibilities:

- Received ongoing training and access to additional qualifications, including forklift operation and working at heights, reflecting my commitment to professional development and safety compliance.
- Collaborated closely with team members to ensure the smooth execution of event operations.
- Maintained a high standard of performance in various tasks such as staging construction, lighting/sound setup, and equipment transportation.

My time event crewing has equipped me with valuable experience and skills essential for success in the fast-paced and demanding environment of event work. I am eager to continue improving my expertise and passion to contribute to the success of future projects and events.

Bar Staff

Constellation Hospitality-London

January 2023 to Present

I am currently employed with Constellation, where I have the opportunity to undergo training for various roles, allowing me to choose the ones I work. Primarily, I serve as bar staff at prestigious venues like the O2 Arena and Tottenham Football Stadium.

During events, these venues experience high traffic, requiring me to maintain composure and efficiency during rushes—a skill I've found invaluable. At peak times, we serve hundreds of customers per hour, particularly just before games or performances begin.

This role has equipped me with training in food safety, customer service, alcohol measurement, identifying suspicious activity, health and safety protocols, and other essential event-related procedures.

Arrivals coordinator

Portland Brown-London

August 2023 to April 2024

As an Arrivals Coordinator at Portland Brown, I played a pivotal role in ensuring the smooth operation of our property portfolio by overseeing a range of tasks across multiple apartments throughout the city. My responsibilities encompassed guest requests, property maintenance, stock management, inspections, and coordinating guest check-ins with engineers.

Key Responsibilities:

- Traveled throughout the city via public transport to complete tasks in various apartments within the company's portfolio.
- Coordinated guest arrivals and check-ins, ensuring a seamless experience for residents.
- Conducted thorough property inspections and stock takes to maintain high standards of quality and service.
- Acted as a point of contact for guests, addressing their needs and requests promptly and professionally.
- Communicated effectively with both guests and internal teams, relaying issues and updates in a timely manner to ensure swift resolution.

Achievements:

- Improved time management skills through efficient task prioritization and coordination of multiple responsibilities.
- Enhanced communication abilities by effectively conveying information between field operations and office teams.
- Demonstrated adaptability and agility in responding to changes and challenges in a fast-paced environment.
- Maintained a strong attention to detail, ensuring accuracy and precision in all aspects of work

My experience as an Arrivals Coordinator at Portland Brown not only provided me with valuable insight into property and guest relations but also honed my skills in time management, communication, and adaptability. I am confident in my ability to excel in dynamic work environments and contribute positively to any team I join.

Warehouse Operative

UPS

July 2021 to January 2023

Joining UPS Warehouse in Watford as a Warehouse Operative in July 2021 marked the beginning of a rewarding endeavor.

Key Achievements:

- Transitioned from agency employment to a permanent role due to demonstrated dedication and reliability.
- Successfully processed and sorted a high volume of parcels per hour, ensuring timely and accurate delivery.
- Safely and efficiently handled heavy boxes, demonstrating a commitment to workplace safety protocols.
- Developed proficiency in loading and unloading vans, contributing to the smooth flow of operations.
- Played a pivotal role in maintaining fleet cleanliness by assisting with van washing duties, ensuring a professional presentation of vehicles.

Responsibilities:

- Executed daily tasks with precision and efficiency, including sorting parcels by postcode and moving heavy items with care and speed.

- Collaborated with team members to streamline workflow and meet daily productivity targets.
- Demonstrated adaptability by working in various roles within the warehouse, showcasing versatility and willingness to learn.

Grew positive relationships with colleagues, fostering a supportive and cohesive work environment.

My role of Warehouse Operative at UPS was supported by dedication, reliability, and a strong work ethic. I am proud to have played a vital role in the efficient operation of the warehouse and look forward to building the skills and experience I gained from here in future jobs that may be relevant.

Clothing Merchandiser

Self Managed

June 2020 to January 2021

After turning 16, I embarked on an entrepreneurial journey by establishing an online business. In this venture, I collaborated with overseas companies to facilitate product shipments to buyers in the UK, thereby generating profits from each transaction.

This experience taught me valuable lessons in time management, as well as the importance of assuming responsibilities and exerting effort. However, as I looked to further develop my skills and explore new opportunities, I transitioned from this to pursue employment.

Administration Assistant for a Private Kumon Tutor

Kumon, Location

June 2018 to July 2019

This was a job I had which involved organising worksheets and files for children as part of their extra-curricular studying.

It was a great experience for learning

how to manage workload and follow instructions quickly and accurately.

Key responsibilities

- I am accurate and I can execute tasks carefully.
- For the role I had to remember worksheet codes and transfer them to the correct file for the child. As mistakes in this could be detrimental to the workplace/business I was careful to make sure that it did not happen.

Education

A-Level or equivalent in Music Production L3

West Herts College - Watford

September 2021 to Present

GCSE or equivalent in Photography

The Elstree UTC - Borehamwood

September 2019 to July 2021

GCSE or equivalent in Computer Science

The Elstree UTC

September 2019 to July 2021

BTEC in Production Technology

The Elstree UTC - Borehamwood

September 2019 to July 2021

BTEC in Music technology

The Elstree UTC - Borehamwood

September 2019 to July 2021

Skills

- Photography
- Computer science
- Production technology
- Music technology
- General Labor
- Warehouse Experience
- Load & Unload
- Order Picking
- Picking and Packing
- Heavy lifting
- Microsoft Office
- Computer skills
- Communication skills
- Customer service
- Sound engineering
- English
- Bartending
- Health and safety
- Organisational skills

Languages

- English - Fluent