**Grace Grant**

61 Hall Lane | Liverpool, L33 4YE | 07720614148 | grantgrace078@gmail.com

**Personal Profile**

I am a highly motivated, hardworking and conscientious individual with a keen interest in retail. In my previous role in Home Bargains, I developed excellent customer service skills and I can confidently communicate with customers from all backgrounds. I have cash handling and till work experience including processing payments through cards, phones and watches. I have experience in working effectively as part of a team and alone demonstrating flexibility and initiative. I am able to provide high levels of customer service and complete all tasks to the highest possible standard. I am happy to participate in any training required to become effective and efficient in a future role.

**Key Skills**

* Excellent teamwork skills
* ﻿﻿Friendly and helpful
* ﻿﻿Numeracy skills
* ﻿﻿Dependable and responsible
* ﻿﻿Attention to detail
* ﻿﻿Technical Skills
* Patient and understanding

**Employment History**

**2023 – 2023 Stock Assistant Home Bargains**

Working in Home Bargains helped me learn skills such as stocking shelves, using a cash register, communication skills and helping improve my productivity skills. I communicated with the customers and staff and supported customers to locate various items within the store. I adhered to all health and safety requirements and kept the shop floor clean and tidy at all times. I have experience of dealing with difficult and challenging situations including customers returning items without a receipt.

**2022 – 2024 Volunteer Winstanley College:**

I went to the enrichment in the Media and Film department called Winstanley TV, which helped me gather more knowledge and skills on using technology in production of Film and TV. I helped with camera work, editing and production of programmes.

**2017 – 2022 Volunteer St. Bede's Catholic High School:**

I volunteered to help at parents evening at my school. This involved directing parents and answering their questions. This was a fast-paced environment which involved the use of my people skills, as well as giving me the opportunity to improve my independence skills. This was my first experience of being within a working environment and working as part of a team to support others.

**Education and Training**

**SEPTEMBER 2022-JUNE-2024, A-Levels- Winstanley College**

A-Level Film Studies- C

A-Level Media Studies- D

Criminology- B.

**SEPTEMBER 2017-JUNE 2022, GCSE'S- St Bede's Catholic High School**

English Literature-6

English Language-4

Maths-5

I got 2 grade 6's, 4 grade 5's, and 4 grade 4's

**References**

References are available upon request.