

Name deleted for Data Protection

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PROFILE

A hardworking, reliable and enthusiastic person with a diverse range of experience in construction and warehouse industry sectors. Outgoing with strong and effective organisational and communication skills. Good team player and able to use own initiative to achieve company objectives. Versatile, flexible worker who learns new skills quickly.

KEY SKILLS / ATTRIBUTES

- CSCS Card (expires 2015)
- Excellent customer service, communication and time management skills
- Demonstrates strong team working skills, with the ability to work to tight timescales
- Flexible, approachable with the ability to cope well under pressure and with change
- Enjoys meeting challenges and seeing them through, maintaining high standards throughout
- Excellent organisational skills with a proactive flexible approach to manage rapidly changing priorities
- Natural problem solver with the ability to multi task in a fast paced environment
- Highly motivated with a desire to achieve and exceed performance targets
- Flexible and supportive team player, capable of working under pressure
- Demonstrates attention to detail, and high levels of concentration and focus

CAREER HISTORY

RAISED FAMILY

May 1992 – Present

SELF EMPLOYED

Jun 1987 – May 1992

Roofer (Owner/Manager)

- Managed the day-to-day business of the company, dealing with financial transactions, quotations and led a team of roofing specialists to complete work to exceptional standards
- Experienced in numerous types of roofing methods including slating and tiling, felt roofing and lead work on new build and re-furbished properties
- Worked productively alongside other trades people and demonstrated the ability to complete projects on time and on budget without compromising quality of work
- Stripped off existing roofing materials, checked that the roof timbers were sound, resizing and cutting slates or tiles to fit, fitting insulating materials between the joists, laying felt across roof trusses ready for permanent fixing of slates and tiles
- Placed lead flashing around the trusses and sealed joints with mortar or synthetic cement to make the roof watertight
- Ensured the area was left watertight and protected, and all tools were put away safely and securely at the end of each working day
- Carried out heavy manual labour, unloading deliveries and building products, demonstrating good physical fitness levels
- Collaborated and liaised with other trades and contractors and also shared plans with other professionals working on refurbishment or new build projects
- Proven ability to work in a pressurised environment working in all weather conditions and at heights and meeting tight project timescales
- Developed excellent observation skills and the ability to apply good judgement in difficult situations, providing a calm and mature response when required
- Displayed extensive knowledge of the construction process with a sound understanding of on-site Health and Safety, Fire Safety Awareness and Security procedures and policies, particularly working at heights

HUDDERSFIELD PARCELS

Apr 1985 – May 1987

Warehouse Operative

- Handled goods and products carefully as they came into the warehouse, checking for damage or for any missing items
- Took delivery of goods and supplies, storing these in line with warehouse instructions
- Reported any missing or damaged items quickly to the supervisor for action
- Moved stock around the warehouse by hand or through the use of lifting gear, or a fork lift truck, carefully placing items in the allocated storage bays for subsequent despatch to customers
- Picked and packed orders for despatch, ensuring these were correctly labelled ready for the customer
- Loaded goods for despatch, and entered details clearly onto relevant paperwork and computer systems
- Maintained clear and accurate records of stocks in the warehouse and items which had been despatched on a daily basis
- Maintained working areas in a clean and tidy manner, with an awareness of safe working practices
- Worked individually using own initiative with minimal supervision as well as part of a team, demonstrating a strong team work ethic, flexibility and motivation
- Complied with strict Health and Safety, Fire Awareness and Security procedures, policies and standards

DAFFO AND DAFFO

Jan 1980 – Dec 1984

Picker Packer

- Worked on an assembly line as part of a close-knit team, picking and packing products to a high standard and to tight timescales
- Responsible for ensuring all the products were correctly labelled
- Carried out quality checks on the products being packed and reported any problems to the manager
- Packed goods ready for shipment, processed deliveries, invoices and delivery notes, ensuring all paperwork was accurate, well organised and kept up to date
- Maintained the warehouse to high standards, ensuring the floors, shelves and machinery were kept clean and free from any hazards, minimising any accidents
- Demonstrated the ability to perform repetitive tasks quickly and accurately without compromising quality
- Exhibited a high level of concentration skills with a keen eye for detail
- Displayed a responsible attitude towards safe working practices coupled with a safety conscious approach to work
- Worked individually as well as part of a team, demonstrating flexibility and motivation
- Occasionally required to work on own initiative and solve problems without any direct supervision
- Developed a disciplined and organised approach to prioritise the workload in a production environment
- Enjoyed working in a fast paced, pressurised environment and meeting tight deadlines
- Complied with strict Health and Safety, Fire Awareness and Security procedures, policies and standards

SELF EMPLOYED

Jan 1970 – Apr 1985

Roofer

- Duties and Responsibilities as Self Employed Roofer position previously highlighted

TRAINING

- Construction Skills Health and Safety Certificate, Wembley, Middlesex (2012)

HOBBIES / INTERESTS

- Enjoy gardening, landscaping, and spending time with family and friends

References available upon request