

Mick Cook

Contact

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Personal Profile

I am a friendly and hard-working individual who enjoys working as part of a team. I am reliable and punctual, and like to complete tasks to a high standard. I am outgoing and like working with people.

Key skills

- Hard working
- Works to high standard
- Team Player
- Customer Service skills
- Approachable

Please click to view my Digital Video CV: <https://vimeo.com/215506821/4b516e405f>

Employment History

Actively Seeking Employment – Present

I am currently seeking employment and I have enrolled on the Digital CV project to allow me to showcase the skills I have. I am looking for a role in retail that will allow me to both build on my existing skill set and also allow me to learn new skills.

Scope, Store Assistant – 2013

In my role at Scope, I delivered excellent customer service to those in the store and assisted them with any questions they had and helped them locate any items they are looking for. I made sure the shelves were neatly presented to encourage repeat visits. I also served the customers on the till and have cash and card handling skills. Other duties included sorting and steaming the items of clothes received before they are tagged and displayed on the shop floor. I carried out general housekeeping duties to make sure the store was neat and tidy and looked inviting to passing customers.

Oasis Charity Shop, Store Assistant

At Scope, I was responsible for sorting through the donated items and making sure they are suitable for sale. I cleaned and priced the items and made sure they are neatly displayed on the shop floor. I would deliver good customer service to those visiting the store and made sure I was available to assist them with their queries.

Compass, Administration Assistant

During my time at Compass, I was responsible for carrying out administrative duties on the computer, which include printing off the delivery routes for the drivers.

Westcombe Engineering, Volunteer

As a volunteer at Westcombe, I would chop up large pieces of wood and bag it up so that it could be used as kindling, before it was distributed to local stores. I was also involved in the can recycling operation that was also run from here.

The Body Shop, Work Experience

While I was at school, I completed a work experience placement at The Body Shop. I would price items and then display them neatly in the store. I also served customers on the till, and worked as part of the team to ensure good customer service was delivered at all times. I also carried out general housekeeping duties to ensure the store looked inviting to passing customers.

Education

Peterborough Regional College

Whilst attending Peterborough Regional College, I completed an Independence to Work course.

Heltwate School – 1981 / 1995

While I attended Heltwate School, I studied English, Maths and Science. I also studied French and German.

Hobbies and Interests

In my spare time, I enjoy listening to music and watching TV. I also like to play computer games.

References available on request