**CV Five**

 Joanne Bloggs
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**PERSONAL PROFILE**
I’m a hard working individual who is very motivated, friendly, enthusiastic and willing to work hard at anything given to me.   I'm very good at working within a team or working on my own and can meet deadlines that are given to me. I can communicate well with others as I am very approachable and understanding. I’m willing to learn new skills which help me develop to succeed.

**KEY SKILLS**

* Friendly and outgoing personality
* Customer Service skills
* Conscientious and efficient
* Punctual, reliable and hardworking
* Good communication skills

**EMPLOYMENT HISTORY**
Career Break:
2002-Present
I have had time off my career as my parents were both ill and needed someone to care for them. My time has been spent caring after them and helping them get better from their illness. I have learnt a lot about myself during this period and have found that my temperament has greatly improved as to my ability to work under pressure.

1998-2002                                           Bargain Blogger
Job Title                                              Sales Assistant
Duties
My duties included serving customers with the good they had purchased in a friendly and professional manner in line with the company guidelines, operate the cash register and deal with varied methods of payments. I had to help the team I worked with maintain the high standards of cleanliness of the store, restock shelves in the store and help organising shop displays to help attract customers and display items on special sales. I had to help customers with their enquires and make sure that I worked to deadlines.

April-May 2002                                   Blogger ‘R Us
Job Title                                             Temporary Store Assistant
Duties
This was a customer service role were I was serving customers with the goods they had purchased in a friendly and polite manner and engaging with customers when they made enquires. I had to operate the cash register and handle different payment methods, i.e. cash, debit cards etc. My duties also included maintain the high standard of cleanliness in the store and make sure that the store was always stocked.

**EDUCATION**
1996-2002                                             St. Blogger High
Qualifications
I gained G.C.S.E qualifications in Maths, English, Science, History

**Qualifications**
I gained NVQ Level 1 and 2 in Hair and Beauty

**HOBBIES & INTERESTS**
I enjoy listening to music, keeping fit and hairdressing.  I also enjoy reading and socialising with family and friends.

**REFERENCES**
Character Reference                       Employer Reference
Mr T.Blog                                       Anthony Bloggy
Headmaster                                     Manager
St Blogger High                               Bargin Blogger
Blogger Road                                   1067 Bloggerville Shopping Centre
Bloggerville                                     B23 7HVC
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