John Smith

**Address: 1 John Street, Toowoomba, QLD, 4350 | Mobile: 0400 000 000 Email:** [johnsmith@gmail.com](mailto:johnsmith@gmail.com) **| DOB: 11th of February 1998 | Licence: P2 C Class Manual**

Career Summary

To obtain full time employment and develop skills or gain an apprenticeship in the electrical industry.

Work History

**2014 WORK EXPERIENCE ABC 123 Shop**

*Duties Included:*

* General work site cleaning
* Using various hand tools
* Lifting heavy objects
* General labouring

Demonstrated Skills and Abilities

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* Communication skills – face to face, texting, email and social media – Facebook
* Computer Skills – Basic Microsoft Word, Excel (spreadsheet), Email, Internet Research
* Experience with Hand Tools Drop saws, drills, grinders, welding equipment
* Experience with Kitchen Equipment industrial dishwasher, electric beater, knives, blender
* Client service experience
* Patient
* Responsible and trustworthy
* Hard working
* Safety-conscious and hard-working
* Adaptable
* Observant, with an eye for detail
* Able to follow instructions and be punctual
* Friendly and possess a positive disposition
* Team player
* Tractor operation
* General farm work

Education & Qualifications

2015 Completed Year 11 Harristown State High School

Referees

**John Smith**

**Position**

**Business Name**

**Phone number**