



PROFILE

I am a very driven person and I know where I want to be in life, pushing boundaries and testing myself to improve my skills and attributes. With a record of integrity, dependability and academic success combined with a strong work ethic, I thoroughly believe that I would be a valuable contribution to your business. From my previous experiences in education and work environments, I have shown my competency in digital design softwares whilst also being able to create my own website with part of my degree focusing on professional marketing.

CONTACTS

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TECHNICAL SKILLS

Photoshop ● ● ● ○ ○

AutoCad ● ● ○ ○ ○

Indesign ● ● ● ○ ○

Sketchup ● ● ● ● ○

AWARDS

2015 Raising aspirations • Art & Design • Gold Award

2015 Raising aspirations • Art & Design • Highly Commended Award

INTERESTS

• Make-up • Doing nails • Drawing • Walking • Socialising • Reading

REBECCA ROSE PARSONS

EDUCATION

2018-2021

UNIVERSITY OF HUDDERSFIELD
BACHELOR OF ARTS

Currently enrolled and completing my final year of my studies in Interior Design.

2016-2018

ASHTON SIXTH FORM COLLEGE
ALEVEL

Fine Art: B • Sociology: B •
BTEC Subsidiary Diploma: Business: D*

2012-2016

MOSSLEY HOLLINS HIGH SCHOOL
GCSE

Art & Design: A* • Biology: B • Chemistry: B • English Language: A • English Literature: B • French: C • Geography: B • Maths: B • Physics: C • Religious Studies: A

EXPERIENCE

APRIL 2019 - PRESENT
RECEPTIONIST, VILLAGE HOTEL ASHTON

Providing excellent customer service and upholding a high standard of professionalism • Monitoring cash flow in the safe and via the PDQ machines • Answering phone calls emails and face to face enquiries • Using software on G-suite, Rover, Hetras, Yapsody, Collins and Group Nexus • Completing reservation checks and other administrative tasks

OCTOBER 2017 - FEBRUARY 2019
CUSTOMER ASSISTANT, MI ABODE SCANDINAVIAN INTERIORS

Working unaccompanied during shifts • Handling stock in store and online, deliveries and the organisation of couriers online and on the marketplace, Trouva • Promoting products and services whilst delivering a high level of customer service • Handling payments, exchanges and refunds via world pay • Merchandising and pricing products whilst making the displays look appealing • Organising promotional days serving Pimm's and nibbles • Giving customers tips on decorating their homes in Scandinavian style.

DECEMBER 2015-MAY 2016 | AUGUST 2016 - SEPTEMBER 2017 WAITRESS,
GOLD MEDAL RESTAURANT | HOHOS RESTAURANT

Taking takeaway orders on the phone and face to face • Handling money via the card machine and cash • Providing effective table service • Serving drinks at the bar and other basic waiting tasks.

REFERENCES AVAILABLE ON REQUEST