Marinela Sandu

12 Maricas Avenue

Harrow HA3 6JA

Tel +44 7539523091 Email: marysandu22@yahoo.com

**Personal Profile**

I am a self-motivated person. I enjoy working in a team and I have the ability to communicate both in writing and verbally. I am well organised, flexible, energetic, confident and a hardworking person. I am also able to work under pressure and I like to help people. Currently I am studying on a business course. I am looking for a part time job in retail.

**Education and Qualifications**

Sept 2019 to present Harrow College, Harrow BTEC Business Level 3 Y1

Sept 2018 to June 2019 Harrow College, Harrow OCR Business Level 2

Sept 2017 to June 2018 Harrow College, Harrow ESOL for Business Entry 3

November 2016 – June 2017 Langley CollegeESOL Entry 2

Prior to 2016 Romania Secondary School

**Transferable skills**

* Communication skills
* Build strong customer relationship
* Negotiate, persuade and influence people
* Learn new procedures
* Generate ideas
* Able to produce a variety of texts suitable for purpose and audience

**Work Experience**

10th Feb – 14th Feb 2020 Tomgandhi Consulting LTD Admin Trainee

15th Sept 2019 – 10 Jan 2020 Aviv Restaurant Waitress/Barista

25th July – 1st Sept 2019 Gee Gee’s Café Waitress/Barista

26th Mar 2018 – 1st Feb 2019 Catering Events Waitress

21st May – 25th May 2018 Santander Pinner Trainee Banking

11th Feb - 15th Feb 2019 Asha Charity Shop Trainee

**Achievements and Interests**

* I like to spend time with my friends and family.
* I like listening to music and helping my mother look after my younger siblings.
* I like to read books, watch movies in English and do my homework.