

SAM SCRIVENER

PERSONAL STATEMENT

I am motivated, enthusiastic and organised with a willingness to learn. I studied BTEC Computing at school and moved to College to further my education in IT, completing a Level 3 diploma. This helped me start off well and begin learning the skills and qualities I need for a career in IT. I'm looking to develop my skills and knowledge and gain more valuable experience and meet great people in the industry. My career aim is to work in IT support, I want to learn many skills and qualities and use these to help others


EMPLOYMENT HISTORY

- May 2021 - Present
- Business Women In
- Digital Marketing Assistant

- July 2018 - June 2020
- Nimble Care
- Office Administrator

- July 2015 (One week of work experience)
- Care learning Centre
- Support Administrator
 - Upload Work to e-assessor website
 - Set target dates
 - Attend meetings and observations

CONTACT

 07426498940

 s.scrivener@outlook.com

SKILLSET

- Hard Working
- Positive Attitude
- Problem Solving
- Work Well Individually or In A Team
- Organised
- Punctual
- Good Communication
- Willingness To Learn

- Google Suite
- Microsoft Office

INTERESTS

- IT
- Football
- Sport
- Gaming

REFERENCES

- (Available on request)

EDUCATION AND QUALIFICATIONS


Education

- Wiltshire College, Chippenham- Level 3 IT (2016-2018)
- Abbeyfield Secondary School, Chippenham (2011-2016)
- Derry Hill Primary School, Derry Hill (2006-2011)

Qualifications

- BTEC Level 3 Extended Diploma In IT- Distinction*
- BTEC Level 3 90 Credit Diploma In IT- Distinction*
- GCSE Maths- B
- GCSE English Language- B
- GCSE English Literature- B
- GCSE Additional Science- A
- GCSE Core Science- A
- GCSE Geography- B
- GCSE French- C
- BTEC Computing- Distinction
- BTEC Business Studies- Pass

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