

# Curriculum vitae

## Rebecca Horne

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## Profile:

I would describe myself as determined with a positive attitude, someone capable of achieving anything I put my mind to. I am confident to use my own initiative when problems occur, but I am also prepared to take advice or ask for assistance when a situation may require clarification. I am happy to work as part of a team or to work as an individual taking responsibility and adhering to deadlines. I am a good time keeper and punctual. Practical work experience in a several part-time and voluntary retail roles, looking to build on my skills and experience.

After being out of the workplace and having finished College I am looking for a job where I can work hard and progress where possible, I am keen to learn and develop my skills, I am happy to undertake any training that is needed.

## EMPLOYMENT HISTORY:

### **BWI business women in.**

august 2021 - august 2022

working in admin and design work with branding with social media.

### **Ice Cleaning**

April 2021 – May 2021

Completed 5 weeks work experience with Ice Cleaning, completing admin duties.

### **Big Blue Cafe**

March 2019 May 2019

Working full time in a cafe, preparing food, cleaning, and outside functions.

### **Beaulieu Motor Museum Front of House**

February 2018 - February 2019

I worked part time at Beaulieu Motor Museum where I gained confidence with my people skills by dealing with the public. I did this by advising visitors how to navigating around the Museum grounds, and other customer queries. I assisted visitors to find appropriate parking whilst maintaining public safety. I operated the Museum rides and ensured the public stuck to the rules of using the rides when they were in operation, and all safety procedures were meant. Such as height restrictions for the children's rides.

Girls Brigade (helped to look after young girls in explorer section)

Praising hands Puppet Group (Cornerstone Church, Hythe)

Alpaca Farm (feeding Alpacas, cleaned and changed straw bedding)

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## **Jane Bidwell Florist**

Hythe, Southampton  
Landline 02380 844114

Duties and responsibilities:

Received deliveries of flowers Sorted and arranged flowers helped with the delivery of flowers and balloons to customers, made tea/coffee and other cold beverages for staff.

## **EDUCATION/ QUALIFICATIONS:**

Southampton College 2017/18  
Foundation Maths, English  
Vocational Study's

Apple-more Technology College  
September 2012 – June 2017.

## **INTERESTS/ HOBBIES:**

I enjoy, cycling, swimming, cinema, socialising with friend's, painting (self-taught) music and art history.

## **REFERENCES:**

Ice Cleaning

✉ [enquiries@ice-clean.com](mailto:enquiries@ice-clean.com)

☎ 0800 389 3869

Big Blue Cafe

✉ [info@courthousecatering.com](mailto:info@courthousecatering.com)

☎ 02380667720

Beaulieu Motor Museum

✉ [jon.tee@beaulieu.co.uk](mailto:jon.tee@beaulieu.co.uk)

☎ 01590612345

Business women in.

[kickstart@businesswomenin.org](mailto:kickstart@businesswomenin.org)