**NICOLLE lOPES SIMONCELES**

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**PERSONAL STATEMENT**

I am an undergraduate student in Biomedical Sciences, who is very passionate about Biology and Scientific research. I am a very dedicated person who loves learning new things, while being able to work consistently and under pressure. My previous experiences in working with customers have enabled me to gain communication skills; speaking fluent English and Portuguese alongside intermediate Spanish has also increased my communication skills.

**Employment history**

AIRBNB CLEANER (JUNE 19- OCT 19) Key responsibilities

* Cleaning the properties
* Communicating with clients
* Organising materials

Key achievements

* Working under pressure fast and efficiently
* Working in a team

HOSPITALITY, STINT (JUNE 19- JULY 19) Key responsibilities

* Customer service
* Leaflet distribution
* Clearing tables

Key achievements

* Working in a team and under pressure
* Communication through customer interaction
* Fast adaption to new work environments and teams, from working in various locations

BARISTA/ WAITRESS, MIL KITCHEN (JUL 18-SEPT 18) Key responsibilities

* Preparing hot beverages
* Opening and closing the café
* Serving customers
* Clearing tables
* Cashier

Key achievements

* Teamwork
* Communication with customers
* Problem-solving and working under pressure

ADMIN, STANDARD CARE LIMITED (APR 17- JUN 17) Key responsibilities

* Office work; sorting through files
* Being responsible for answering the phone
* Communicating with patients; occasional food shopping
* Leaflet distributing

Key achievements

* Professionally communicating with customers
* Solving patient enquiries

**Education**

* Currently studying second year Biomedical Sciences at Brunel University London
* A Levels in Biology (B), Chemistry and English (C)
* 10 GCSE grades A\* - B including Math’s and English

**REFERENCEs**

* John Simon, manager: jsimon@gmail.com
* Dragan, manager Mil Kitchen: draganmilkitchen@gmail.com