JAMIE TAYLOR

SCHOOL LEAVER | CUSTOMER SERVICE & RETAIL

New Zealand | jamie.taylor@example.com | Contact details for illustration only

PROFILE

A reliable school leaver looking for a first role in retail or customer service. Brings a friendly manner, practical teamwork experience and a willingness to learn. School activities and community volunteering have developed confidence in helping people, following instructions and completing tasks. Available for after-school and weekend work by agreement.

RELEVANT STRENGTHS

Welcoming service Comfortable greeting visitors, listening to questions and finding the right person to help.

Organisation and reliability Balances study, volunteering and team commitments; follows through on agreed tasks.

Teamwork Contributes to shared activities and helps others when priorities change.

Digital confidence Uses Word, presentation software and shared documents for school projects.

EXPERIENCE AND INVOLVEMENT

Community Event Volunteer

Harbour Community Book Fair | 2025 - 2026

- Helped sort donated books, prepare displays and keep the event space organised.
- Welcomed visitors and directed questions to the event coordinator.
- Worked with other volunteers to set up and pack away tables and materials.

School Fundraising Team Member

Harbour College | 2025 - 2026

- Helped plan a fundraising stall, organise stock and serve visitors.
- Shared tasks with classmates and kept the stall tidy during busy periods.

EDUCATION AND ADDITIONAL INFORMATION

Harbour College | Senior secondary study, 2026
Interests include social sport, reading and community events. After-school and weekend availability to be agreed. Referees available on request.