# David Lee

 15 St. Enda’s Terrace, Dorset Street Dublin 7

 Phone: 085-555555

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**PERSONAL SKILLS/QUALITIES**

* Good communication skills
* Organisational ability
* Creative flair and eye for detail
* Customer aware
* Flexible and willing to learn

**WORK EXPERIENCE**

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| **Tom Gorman Motors, East Wall Road, Dublin 3** | **4 – 8 of March 2016** |
| ***Garage Assistant*** |
| * Kept main work areas clear and clean
* Ran errands for mechanics
* Dealt with customer queries/orders and accepted payment
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| **Lindsay Motors Ltd, Glasnevin, Dublin 9** | **July – August 2016** |
| ***Petrol Assistant*** |
| * Assisted customers to operate petrol pumps, car wash
* Kept forecourt clean and tidy
* Handled cash/credit card payments
 |

**ACHIEVEMENTS**

* Represented Dublin City at 200 metres, Community Games, July 2014.
* Captain of U-18 team, Scoil Uí Chonaill GAA club, 2015 - Present.
* School Prefect 2017.

**HOBBIES AND INTERESTS**

* Art and Drawing, Sport, Music.
* Bass player in school band.

**EDUCATION**

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| **Synge Street National School, Dublin 1** | **2005 - 2011** |

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| **CBS North Great George’s St, Dublin 1** | **2011 - Present** |
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| *Junior Certificate 2014* |  |  |
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| **Subject** | **Level** | **Grade** |
| English | Higher | C |
| Irish | Ordinary | D |
| Maths | Ordinary | B |
| French | Ordinary | D |
| History | Higher | C |
| Geography | Higher | B |
| Art | Higher | C |
| Materials Technology Wood | Higher | B |
| Design & Communication Graphics | Higher | B |
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| *Leaving Certificate 2017* |  |  |
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| **Subject** | **Level** | **Grade** |
| English | Ordinary | n/a |
| Irish | Foundation | n/a |
| Maths | Ordinary | n/a |
| Technology | Higher | n/a |
| Design & Communication Graphics | Higher | n/a |
| Art | Higher | n/a |
| Link Modules | Common | n/a |
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**REFEREES**

|  |  |  |
| --- | --- | --- |
| Mr Tom O’Brien |  | Mr Eugene Gaffney |
| Principal |  | Manager, Tom Gorman Motors Ltd  |
| CBS North Great George’s StreetDublin 1. |  | East Wall RoadDublin 3. |
| Tel: | 01-826 3309 |  | Tel: | 01 853 1211 |

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**