

Curriculum vitae

PERSONAL INFORMATION

Sarah Howard

📍 12, Low Street, London, SW-31 (United Kingdom)

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✉ Sarah.howard@hotmail.com

WORK EXPERIENCE

2016–2017

Part Time Sales Associate

H&M Stores, London (United Kingdom)

- Greet Customers and direct them to the experienced sales associates in each department to ensure that customer needs are answered.
- Maintains the basic procedures of customer service inside the store.
- Supports in receiving stocks and assist in registering the right records on stocks.

EDUCATION AND TRAINING

2017–Present

B.A in Graphic Design

UCL, London (United Kingdom)

Main Courses Covered:

- Visual Culture
- Typography
- Multimedia Design
- Web Design
- Visual Language
- User Experience Design

2016–2017

High School Certification

GCSE's Josiah Mason Secondary School, London (United Kingdom)

Subjects and Grades:

- Mathematics – A
- Geography – C
- English Language – A
- Physics – A
- Chemistry – B

PERSONAL SKILLS

Communication skills

- Ability to deal professionally but firmly with customers, including people older than myself.
- Able to communicate concepts and strategies clearly to colleagues.

Other skills

- Quick and accurate keyboard skills.
- Able to work on tasks individually or as part of a team.

- Problem solving.