

Thomas O'Sullivan

To Whom it may Concern,

Following feedback from my previous applications made and discovering the difficulty my therapy consultations are causing due to being an added factor for accommodation. I have since given my personal circumstances a second thought as of 17th March 2023 and decided to bring my therapy consultations to a close as of when successfully securing a start date with a future employer.

I wanted to provide this information directly alongside my CV to give a clear update toward my personal situation and state that I now have no required accommodations, exceptions or obstacles for when the day comes to onboard and commence working within a future business.

Thank you for taking the time to read this update.

Sincerely,

Thomas O'Sullivan

Thomas O'Sullivan
Borehamwood
Hertfordshire
WD6

Years of Age (24) ~ E-mail (tdosullivan@myself.com) ~ Telephone (07543605550)

PERSONAL PROFILE

When reflecting on my working ethic, I view myself to be both individual and unique. A candidate who can bring about a great level of enthusiasm, togetherness as well as positive energy into the environment of work. Consistently surrounding my diligence with respect, honesty and trust.

I hold a strong desire to learn through taking onboard not just the factors of my performance that are working (positive feedback), but on the reverse, accepting negative (or constructive) feedback when my actions my need tweaking. This creates a constant drive for me to not only meet but exceed set expectations and for enhanced outcomes to be the result of my work.

As an individual, I value competence, confidence and continuous improvement within both personal and working life. Constantly striving toward the possibility of being the most enhanced version of myself where my actions can surround efficiency whilst staying effective. I will forever direct my full focus toward the task in hand and work only until there is a favorable conclusion before then turning my attention to the next duty.

SUMMARY OF WORKING ATTRIBUTES

Attention to Detail ~ Communication & Customer Service ~ Punctual

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Computer Literate ~ Organisation & Task/Time Management ~ Rational

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Adaptability ~ Leadership & Teamwork ~ Assignment Prioritisation

CAREER HISTORY

Michael Laurie Magar Ltd.

Property Administrator/Property Manager Assistant
September 2022 to March 2023

McLaren Resourcing

Recruitment Consultant
June 2022 to September 2022

Caffe Nero

Barista
February 2022 to June 2022

Synergi Recruitment

Recruitment Consultant
February 2021 to February 2022

The InVictus Group

Recruitment Consultant
February 2020 to February 2021 (approximately)

McMullen (Mops & Brooms)

Bar Attendant/Waiter
April 2019 to February 2020 (approximately)

Inspace Mechanical and Electrical Ltd

Air Conditioning and Electrical Engineer
April 2018 to April 2019 (approximately)

Calibre Building Services Ltd

Apprentice Maintenance Engineer
October 2017 to April 2018 (approximately)

Morrisons Supermarket

Store Assistant, Checkout Operator & Money Handler
October 2015 to October 2017 (approximately)

EDUCATION

City and Guilds

Level 2 ~ Diploma in Electrical Installation (Buildings & Structures) = 600/5498/0

Level 3 ~ Diploma in Electrical Installations (Buildings & Structures) = 600/5499/2

A-Level

C ~ Physical Education

C ~ Psychology

GCSE

B ~ Catering/Food Technology = 500/4462/X

C ~ English Language = 601/3160/3

B ~ English Literature = 600/9506/4

C ~ French = 500/4470/9

C ~ Mathematics = 500/7916/5

C ~ Physical Education = 500/4671/8

B ~ Science - Triple (Biology & Chemistry & Physics) = 600/0892/1

EXTRACURRICULAR CERTIFICATION

Duke of Edinburgh Award

Bronze

Driving Licence

Full and Valid (UK) - Owner of a personal vehicle

AVAILABILITY

Immediate

REFERENCE(S)

Available upon request

CLOSING STATEMENT

When it comes to work, delivering my efforts to a high standard is more than just a job to me. I am passionate about providing a service of high quality and expressing through my actions that I truly wish to excel within my designated position. Creating a higher possibility for career prospect opportunities to arise in the future.

Thank you for taking the time to read through the above information. Given that there is an opportunity for a future conversation, I look forward to discussing the vacancy in depth whilst providing further evidence as to why I would be an appropriate applicant.