

Résumé for Ellen Tyler

Name: Ellen Tyler
Address: 2 Parker Street
Upton South NSW 2025
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Email: etyler10@yahoo.com

EDUCATION

2007 – 2010 Upton South High School. Currently in Year 10, studying:

- English
- Maths
- Science
- History
- Commerce
- Software design

SCHOOL WORK EXPERIENCE

12/9/2010 – 16/9/2010 Mitre 10 Hardware, Upton South - Clerical Assistant.
Recommended for future casual employment.

WORK HISTORY

June – July 2010 Jazzy Jeans, North Upton - Retail Assistant (part-time).

KEY SKILLS

- High level computer skills including Word, Excel, Powerpoint
- First Aid Certificate 2009
- Experienced in Eftpos sales
- Arranged successful fundraisers for the Upton Community Hospital and the Wayfarer Aged Care Facility

HOBBIES AND INTERESTS

- Netball – competition level player for 7 years and coach of Under 7s Netball Team for 3 years
- Volunteering at Wayfarer Aged Care Facility – visiting and reading to the residents and running errands for them

REFEREES

Ms K Turton
Teacher
10 Macquarie Road
East Malton NSW 2027
(02) 8769 2104

Sister Jean Moroney
Director, Wayfarer Aged Care Facility
17 Buttrose Drive
Upton, NSW 2025
(02) 8768 6453