# **Alan Smith**

4 Dusty St Cork T: 123456 E: leafy@email.com

## Profile

Hardworking, self-motivated, dedicated individual with strong leadership and team building skills

Proven ability to create and maintain strong relationships with co-workers, managers and customers

Knowledgeable of perennial, annual and interior plants

It is my goal to contribute to the growth of a respected landscaping company that will likewise help me flourish in my gardening career.

## Education

2011-2015	BSc (hons) Horticulture	Cork Institute Technology	2.1
Core Modules	Plant Breeding, Plantsmanship, Agribusiness Innovation, Floriculture, Selling & Sales, Plant Biotechnology, Plant Pathogens & Pests, Management.		
2010-2011	Horticulture FETAC 5	Teagasc	Distinction
2010	Leaving Certificate	St Johns, Waterford	320 points

#### **Relevant Employment**

November 2010 – Present Groundskeeper Hillstone Heights, Waterford
Responsibilities:
Keep entire grounds watered
Weed invasive species
Prune and fertilise fruit trees
Nurture herbs and ornamentals
Mow, fertilise and edge lawns

- Compost organic household waste
- Liaise with wholesale nurseries, and arrange plant purchase and transport

- Maintain all tools and mechanical equipment
- Perform landscaping
- Maintain healthy, quality annuals, perennials and houseplants
- Watered, fertilized and dead-headed annuals and perennials in the greenhouse and gardens

### **Other Training/Qualifications**

- Full Drivers licence
- Manual Handling 2014
- Occupational First Aid certificate 2014

#### **Skills Profile**

**Teamwork & Leadership** – Good working relationship with staff team, able to delegate and organise.

Efficient – Work to a tight schedule, able to use initiative and plan out daily schedule.

**Communication** – Vital skill for dealing with both customers, management and fellow staff.

Creative – Keen eye for detail and creative planning and decorating of the grounds and shop

**IT Skills** – During four years of college have gained strong IT knowledge such as Microsoft Office – word, excel, access and power point.

## **Personal Interests**

Enjoy football, play regularly with local team, vintage car restoration and camping.

#### Referees

Vernon Green Manager Hillstone Heights House T: 7654321 E: <u>vernon.green@email.com</u> Shane Burke Lecturer Cork Institute Technology T: 7654321 E: <u>SB@cit.ie</u>