

Ella Gregory

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DOB 12/04/1998

PROFILE

A highly motivated, enthusiastic, friendly and reliable individual who works hard to achieve her potentials. Adaptable, committed and organised with customer service skills achieved from experience in an office environment. Experience working with children through choirs, Camp America and during holidays I work at my local leisure centre assisting and supervising children on the climbing wall, skate park and soft play area.

I am a quick learner with great communication skills who works exceptionally well as part of a team as well as individually.

I am a talented Performer enjoying both Classical and Musical theatre genres and have taken part in many school and semi-professional productions. A great people person.

I hold a full DBS Certificate

WORK HISTORY

September 17 Deputy Saturday Assistant, Junior Trinity

To June 18

As a deputy assistant I was called upon when required, often at short notice to assist with the juniors. I was happy to undertake whatever was required of me and worked well as part of the team member assisting and supporting the department. A thoroughly enjoyable experience.

January 16

Temporary Receptionist/Assistant in Extreme Zone

To

Howe Bridge Leisure Centre, Eckersley Fold Lane, Atherton, M46 0PJ

Present

As a receptionists it is my responsibility to welcome and greet our members and ensure that any queries are either resolved or channelled in the correct direction, whereby enhancing the members experience.

I manage all incoming telephone calls and deal with each call effectively and in a prompt manner and ensure face-to-face enquiries are quickly responded and acted upon.

I am able to communicate at all levels and am confident and outgoing with a 'can do' attitude.

I am also responsible for booking meeting rooms and sports equipment/areas when request as well as organising children's swimming lessons and parties. I am use to working under pressure and am happy to undertake anything that is required to ensure that the job at hand is completed efficiently and smoothly.

As part of my duties I am often required to work in the Extreme Zone which consists of climbing wall, skate park and soft play area. It is my responsibility to ensure the children are safe and supervised in accordance with the safety procedure.

EDUCATION

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| Sept 2009 to Jul 2014 | The Hammond School, Mannings Lane, Chester <i>6 GCSEs awarded</i> |
| Sept 14 to June 16 | Priestley College, Loushers Ln, Warrington WA4 6RD Btec Performing Arts. Grade awarded Triple distinction. |
| Sept 16 to June 17 | Guildford School of Acting, University of Surrey, Stag Hill Campus, Guildford, Surrey Foundation Musical theatre |
| Sept 17 To present | Trinity Laban Conservatoire, University of Greenwich, London BA Musical theatre |

ACHIEVEMENTS

Camp America, Camp Kresge, White Haven, PA 18661, USA

June 17 to August 17

During the summer I travelled over to USA for 9 weeks to take up the role of Camp Counsellor at a children's summer camp. It was a fantastic experience and required a level of maturity and organisation. Each day we helped to organise the children and accompany them on various activities and ensure their wellbeing and safety. The days were extremely long but I gained valuable skills and wouldn't hesitate to do it all again.

Halle Children's Choir/Halle Youth Choir

Sept 2008 to June 2010/ Sept 15-June 16

In my final year of Junior School I auditioned and won a place in the prestigious Halle Children's Choir, conducted by Shirley Court. The choir performed in many concerts at the Bridgewater hall alongside the Youth Choir and The Halle Orchestra. In my teenage years I then auditioned for the Halle Youth Choir and was successfully accepted. Being part of the choir helped to develop my teamwork skills and improve my organisation as well as learning to be reliable and responsible for the people around me. We worked to a very tight schedule and under a great deal of pressure in the run up to the concert date often having to deal with last minute changes. I acquired lots of life skills over the years I was a member of the choir which have served me well in my everyday life.

P&O Cruises, Oceana

June 23rd 2013 to July 7th 2013.

During year 10 at The Hammond School I secured a two week work experience placement on P&O's The Oceana Cruise Ship cruising around the Mediterranean for two weeks. I worked with one of the ships Bands, Power Supply, performing in nightly concerts and helping with the rigging of the equipment which has enabled me to gain a good knowledge of health and safety in a professional environment.

Performances

I have been fortunate enough to have been performing in a variety of productions from the age of 8. I have achieved Grade 5 Musical Theatre Singing examination with a distinction as well as a variety of dance achievements. My years at The

Hammond School and Priestley College have enabled me to be involved in a variety of productions followed by a fantastic year at GSA as part of their foundation course. I have a good understanding of how a production is put together and what is required both on and off stage. My years with the Halle have also given me invaluable experience when it comes to being organised and performing as part of a large ensemble.

SOFTWARE/SYSTEM SKILLS

Basic understanding of computers and information technology.

REFERENCES

Ian Roberts

Office Manager

Howe Bridge Leisure Centre,

Eckersley Fold Lane, Atherton, M46 0PJ

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