

Thomas Haslam | C.V.

Hertfordshire

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Core Skills

I have a flexible approach to all tasks, with strong organisational and interpersonal skills. I am adaptable, a fast learner, reliable, punctual, with a proven track record of working well as part of a team.

Work Experience

Administrator – August 2022 - Present

Working for Birchwood Investment Financial Advisors helping to correct an ongoing issue in their database.

Deckhand - June 2022 – Present (Part time)

Chartering twelve guests at a time on board the traditional wooden sailing ketch *Bessie Ellen* off the west coast of Scotland and around the UK.

Covid19 Regional Test Site Inventory Supervisor - September 2021 – April 2022

Responsible for the efficient operation of the Welwyn Garden City Testing Centre, as well as up to eight Mobile Testing Unit sites daily. This role involved adapting to the continuously evolving situations and challenges of the Covid19 testing initiative. Stepped up to Regional Test Site Manager when required. Tasked with leading a dynamic team of five to ten people, building in excess of 4500 test kits per day, tracking the required stock levels, predicting and requesting stock on a fortnightly basis and keeping accurate stock records while supervising all equipment used on site.

Covid19 Mobile Testing Unit Supervisor - June – September 2021

Deployed to different locations to set up, operate, supervise, dismantle and resupply a Mobile Testing Unit providing tests for up to 600 people daily. A key member of the management team responsible for up to ten people, assigning roles, creating rotas and supervising the efficient operation of the site.

Covid19 Test Site Inventory Supervisor - April – June 2021

Responsible for accurate counts of stock, assembling component parts into test kits, and supplying the testing bays with their required equipment.

Covid19 Test Site Assistant - December 2020 – April 2021

Providing personalised guidance and instructions to the general public through the testing process. Required to be friendly and efficient while giving instructions to the general public.

Deckhand - 06 Jun – 17 Oct 2019

Humanitarian volunteer work on board the sailing ship “Ruach” in Australia and Papua New Guinea.
My role included:

- Keeping watch
- Operating the RIB
- Varied maintenance and repair work
- Setting sails
- Navigation
- Steering

Scientific Facilities Operative - Dec 2018 – May 2019

Employed by Sodexo at the GSK Ware, Research and Development site. Responsibilities included working as part of a small team and individually, providing support for the laboratory scientists on a day to day basis, and ensuring the upkeep of an advanced scientific research facility.

Agency work – July - December 2018

Various short-term contracts in warehouses and kitchens.

Qualifications

- STCW Basic Safety Training and Security Awareness – valid until May 2024
- ENG1 Medical Certificate
- RYA Competent Crew
- RYA Sailing Level 1
- Full Clean UK Driving Licence
- Bronze Duke of Edinburgh Award
- IMI Level 1 Award in Vehicle Maintenance (VRQ)

Education History

GCSE Results – Richard Hale School

9 GCSE Certificates including a B in English and Maths.

A Level Results – Simon Balle School

3 A Level Certificates (English Literature B, Geography C, Film Studies B)

EPQ (Extended Project Qualification) – Video Game Design Grade A

References available on request