

# CURRICULUM VITAE

DUNCAN SHOEBRIDGE

2 FECSKE UTCA, DIOSD, 2049

Mobile Phone : 06 30 506 2739

Email address : [dshoebridge75@gmail.com](mailto:dshoebridge75@gmail.com)

## SKILLS PROFILE

- Organisational/ Managerial skills leadership (was responsible for teams of 27)
- Computer skills - use of different types of internal systems and use of Windows, Word, Internet, Power Point, Microsoft Outlook
- Problem solving skills : adept at dealing with customer complaints and general queries effectively
- Ability to communicate with people of all ages
- Telephone communication skills
- Ability to work aided or unaided
- Team Player

## EDUCATION

- 1980 - 1986 Ashurstwood Primary School
- 1986 - 1993 Sackville Secondary School

## QUALIFICATIONS

- All qualifications were achieved at the school leaving exams(GCSE) at Sackville Secondary School (UK):

Maths, English, Business Studies, French, Computer Studies, Chemistry, Geography

Grade : Pass

- Introduction to First Aid (First Med, Hungary 2015)

## WORK EXPERIENCE

Bat and Ball Cricket Academy (HU)

Cricket Coach (2013 -Present)

Job Description - Coach the game of cricket to 4 - 15 year olds

Conduct after school sessions in International School of Budapest

Teach the basics of the game whilst ensuring children have fun

Ensuring the Health & Safety requirements of the school are fulfilled

nationalities Effectively communicating with children of various ages and

Recognise the abilities of children of different ages

## TNT UK

### Loading Bay Operative (Sept 2004 - Jan 2006)

Job description - Loading and unloading freight lorries

Unloading lorries to a set deadline and searching for specific freight

Loading lorries for drivers to take on delivery to a set load plan

### Charge Hand (Jan 2005 -2006)

Job description - Assisting the running of the shift, alongside the Bank Foreman

### Bank Foreman (Jan 2006 - Oct 2009)

Job description - Managing the operation of the loading bank

Assign loading bay operatives their tasks for the night

Ensure timely and efficient freight movement

Ensure all Health & Safety procedures were being adhered to

### Traffic Office Supervisor (Oct 2009 - April 2012)

Job description - Oversee the whole running of the shift

Ensuring all vehicles leaving the depot were road worthy

Conduct employees' training and employment reviews

Ensure all freight was allocated out for delivery

## ACHIEVEMENTS

- 2004 Full British Driving Licence
- Dangerous Goods Specialist Course (TNT UK)
- Fire Warden training (TNT UK)
- Disciplinary Awareness Course ( TNT UK)
- Investment in People Course (TNT UK)

Personal Achievements : Member of the Hungarian Cricket Board 2016 -2018

2016 Player and Coach of the Hungarian National Cricket team 2013 -

Under 19s Represented Sussex Schoolboys at Cricket and Football Under 14s -

Represented Southampton football club as a schoolboy

## **PERSONAL DETAILS**

**Date of Birth : 12<sup>th</sup> July 1975**

**Nationality : British**

**Marital Status : Divorced**

**Health : Excellent**

**Driving : Full English driving licence, Full Hungarian driving licence**

**Languages : English**

**Hobbies : Sports, Gym, Brain Teasers, US Investigation series**

## **REFERENCES**

**Kriszta Szabo - [admin@budajuniors.hu](mailto:admin@budajuniors.hu) - 06 70 702 2361**