

KELLY WINTERBURN

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HIGHLY MOTIVATED, DILIGENT AND ORGANISED PERSON WITH A STRONG SENSE OF RESPONSIBILITY, CARRIES OUT ALL TASKS REQUIRED TO A HIGH STANDARD. WORKS EFFICIENTLY IN A TEAM OR INDEPENDENTLY, WITH PREVIOUS INDUSTRY EXPERIENCE.

EDUCATION

SEP 2020- JUNE 2023 | UNIVERSITY OF THE ARTS LONDON- LONDON COLLEGE OF FASHION- BA (HONS) COSTUME FOR PERFORMANCE: MODULES INCLUDE- CORE SKILLS IN PERIOD WOMENSWEAR, CORE SKILLS IN PERIOD MENSWEAR, CRITICAL ISSUES IN FASHION RESEARCH, COLLABORATIVE REALISATION, RESEARCH METHODS.

SEP 2018- JUNE 2020 | FASHION RETAIL ACADEMY- LEVEL 3 EXTENDED DIPLOMA IN FASHION DESIGN- GRADE: DISTINCTION

SEP 2013- JUNE 2018 | LAMPTON SCHOOL- 8 GCSE'S AT GRADE A*-C (7-5), INCLUDING ENGLISH (7) AND MATHS (6), OTHER QUALIFICATIONS INCLUDE STATISTICS (A*) AND TEXTILES (A*)

SKILLS AND ABILITIES

TECHNICAL SKILLS- HAND SEWING, DOMESTIC AND INDUSTRIAL MACHINE SEWING, FLAT PATTERN CUTTING, ON THE STAND DRAPING, TOILING, RESEARCH AND ANALYSIS, PATTERN ALTERATIONS, BREAKING DOWN GARMENTS AND SAMPLES.

GENERAL- STORE DISPLAYS, PRODUCT KNOWLEDGE, COLLABORATIVE COMMUNICATION, IMPLEMENTED CUSTOMER LOYALTY, INDEPENDENT STUDY, CASH HANDLING AND MANAGEMENT.

SOFTWARE- ADOBE CREATIVE CLOUD, MICROSOFT OFFICE PACKAGE, ARDUINO IDE, SAI TOOL

WORK EXPERIENCE

RECEPTIONIST | SURBITON RACEWAY | SEP 2022- PRESENT

- DEMONSTRATING EXCELLENT CUSTOMER SERVICE PROVIDING CLIENTS WITH KNOWLEDGE ABOUT THE SERVICES PROVIDED IN THE PREMISES AND HANDLED INCOMING AND OUTGOING OF TELEPHONE CALLS
- SUCCESSFULLY MANAGED INFORMATION USING THE BMI LEISURE SOFTWARE, INCLUDING SIGN-IN, MEMBER RECORDS, AND BILLING WITH 100% ACCURACY

STUDIO ASSISTANT | HARRIET WILDE WEDDING SHOES | DEC 2021 – SEP 2022

- DEMONSTRATING EXCELLENT CUSTOMER SERVICE PROVIDING CLIENTS WITH KNOWLEDGE ABOUT SHOE CARE AND PROCESS OF CUSTOM DESIGN SHOES.
- SUCCESSFULLY ORGANISED CLIENT INFORMATION ALONG WITH ONLINE ORDERS AND SHOP ORDERS AND BILLING WITH 100% ACCURACY.
- GREETED CLIENTS AND PROVIDED INFORMATION AND ASSISTANCE DURING SHOWROOM APPOINTMENTS AND ONLINE APPOINTMENTS.

SALES ADVISOR | PRIMARK | DEC 2019 – FEB 2022

- PROVIDED EXCEPTIONAL CUSTOMER SERVICE BY ASSISTING CUSTOMERS, DEMONSTRATING AN EXCELLENT KNOWLEDGE OF THE PRODUCTS TO STRENGTHEN THE DEPARTMENT SALES AND RELATIONSHIPS WITH CUSTOMERS.
- ANALYSED SALES RESULTS ON A WEEKLY BASIS TO ACHIEVE BUDGET GOAL BETWEEN DEPARTMENTS.

TUTOR | KUMON TWICKENHAM | OCT 2016 – SEP 2020

- ORGANISED CLASSROOMS TO MAINTAIN CHILDREN'S TIMETABLES AND PROVIDED STRUCTURED WORK SHEETS FOR DIFFERENT LEVELS OF LEARNING.

VOLUNTEER INDUSTRY EXPERIENCE

COSTUME DESIGNER | ENGLISH NATIONAL BALLET SCHOOL | APRIL 2023 – MAY 2023

- COLLABORATION WITH ENBS SCHOOL YEAR 1 STUDENT TO CREATE A FULL COSTUME FOR A PERFORMANCE AT THE WALLACE COLLECTION
- PATTERN CUTTING, INDUSTRIAL SEWING, FITTING AND ALTERATIONS

DESIGN INTERN | DREAMING ELI | NOV 2022 – JAN 2023

- PATTERN CUTTING, INDUSTRIAL SEWING, ORGANISATION, CORSET MAKING, FITTING AND ALTERATIONS
- ASSISTING IN CREATING GARMENTS FOR CLIENTS FOR THE BAFTA AWARDS AND LONDON FASHION WEEK FEBRUARY 2023 AW23 COLLECTION