**ASHLEA JANE POOLE**

20 Buttermere Close

Cannock,

Staffs,

WS11 6EE

07786982180

ajy94@hotmail.co.uk

D.O.B:25/10/1994.

**U.K. Full Driving License.**

**QUALIFICATIONS:**

GCSE English – C, May 2011.

 GCSE Maths –D, May 2011.

 GCSE Science – D, May 2011.

GCSE R.E – B, May 2011.

GCSE Citizenship Studies – D, May 2011.

GCSE History – C, May 2011.

GCSE Textiles – C, May 2011.

ICT National Level 2 – Merit, May 2011.

BTEC Level 2, First Diploma in Health & Social Care – Merit, September 2010-2011.

**FURTHER EDUCATION**

 I studied at Walsall College from 2011 to 2013 studying a variety of business and law subjects, from studying at the college for the two years I have gained

 BTEC Level 3 Diploma in Business (Law) and I have also gained a BTEC Level 3 Subsidiary Diploma in Applied Law I achieved Distinction, Merit, Merit grades.

**SECONDARY EDUCATION**

Cannock Chase High School, Hednesford Road, September 2006 – July 2011.

**WORK EXPERIENCE**

Experience gained during work experience for two weeks included working and supporting children aged five years of age upwards, in primary school environment.

I also gained experience from working with children both in a group situation and on a one-to-one basis in order to help support children with special needs during lessons in KS1.The various settings have also enabled me to work as a member of a team and work closely with parents. I have also gained experience working at a café, preparing food ready to cook, maintaining strict health and safety guidelines. Keeping the food preparing area clean and tidy at all times.

**EMPLOYMENT** **HISTORY**

ASAP Commercial Cleaners Ltd. Cannock.

January 2012 – December 2013.

Maintaining cleaning duties within an office environment, adhering to health and safety at all times. Working as a member of a team.

I decided to resign from this job to spend time being a full time mother this is currently how I have spent the last five and a half years.

Express & Star Newspaper. (Chronicle) April - December 2010

 Cannock.

 Delivering weekly Newspapers.

To work as a member of a team, planning the route in which the area needed papers. Organizing a suitable time for delivery, checking that all items were correct ready for delivery.

From 2013-2019 I have been a stay at home mum bringing up my three children who are aged five years old and under.

**REFERENCES**

Mrs Amie McLean (Teacher)

 Cannock Chase High School,

Hednesford Road, Cannock, WS11 1JT.

Ms Sarah Bate.

ASAP Commercial Cleaners Ltd. Cannock.

Mobile 07464387012

**INTERESTS**

 As a mother of three, I enjoy spending my time participating in activities in where we take the children for walks up Cannock Chase, feeding the ducks and exploring farms, play centre’s.

 I also enjoy spending time with my family and friends going for meals out, clothes shopping and going to the cinema.

**AWARDS RECEIVED**

 Level 2 Award in Food Safety in Catering, February 2011.

 Sports Leadership – Merit, June 2011.

**VOLUNTARY WORK**

 South Staffs Deaf Children’s Society, June 2010 – present.

 Helping to support families who have children with Hearing Impairment. Volunteering to help man a stall at a charity Duck Race. Helping children to make craft activities.