

Mr Martin Ian Buckley.
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DOB – 22nd April 1973

Marital Status – Engaged.
Dependants – Two.
Full Driving Licence – Yes.
Own Transport – Yes. (Motorcycle)
Current Salary - £24,627.20

In brief:

I consider myself to be a hardworking, honest, and a reliable individual, and I am regarded as such by others as well. I am skilled at communicating effectively with people at all levels, and I am capable of working with minimal supervision. While I am a team player, I am also able to work independently if necessary. I bring a high level of commitment, integrity, and honesty to any job I take on.

Summary of Qualifications:

Sept 1984 – June 1989 – G.C.S.E examinations:

Computer Science – A*
Computerised Mathematics and
Architectural Schematics – A*
Mathematics – B
English Language – B
English Literature – B
Physics – A
Business Studies – A merit
Typewriting – A

Other Qualifications:

Typewriting – ULCI Distinction.
Desktop Publishing – A level pass with 3 credits.
Audio Visual and Related Media – Equivalent to 3 A levels. (YTS)

Education:

1984 – 1989 – Billinge High School, Blackburn, Lancashire.
1990 – 1992 – Blackburn Technical College, Blackburn, Lancashire.

Professional Experience:

May 2024 – Date – Blue Ribbon Health and Wellbeing, Care Assistant.

Position: Personal Assistant for mentally and physically disabled people.
Duties include: Taking care of the individuals needs on a 12-hour shift. Very rewarding
Reason for leaving: Still there

Team Leader: TBA

April 2022 – March 2024 – Huntswood, home based.

Position: Inbound Customer Service.
Duties include: Taking inbound calls from customers and solving problems, thus giving the customer an incredible experience. This job is all about making the journey as painless as possible when moving home and taking your energy supplier either with you or cancelling. As of 20/03/23 I will be working in the Complaints Department for OVO.
Reason for leaving: Left to work somewhere else.

Team Leader: Gillian Proudfoot. Tel: 07802 593 295 and/or Kieran Burke. Tel: 07412 218 415

October 2020 – April 2022 – Concentrix, home based.

Position: Inbound Acquisitions Manager.
Duties included: Taking web chat interactions from potential new customers attempting to get a contract mobile phone with Vodafone.
Reason for leaving: I left after facing redundancy.

Team Leader: Mr Michael Walsh. Tel: 079148 57 985

September 2020 – October 2020 – Civic Centre, West Paddock, Leyland, Lancashire, PR25 1DH

Position: COVID-19 Testing General Assistant.
Duties included: Building testing kits, cleaning, directing people, dealing with queries.
Reason for leaving: I did not feel safe so I sought another job.

Manager: Mr Kevin Mcgreedy.

September 2013 – July 2020 – Positive-Solutions LTD - East Terrace, Euxton Lane, Chorley, PR7 6TE.

Position: Telesales Executive.

Duties included: Inbound and outbound calls to a potential customer base, arranging for one of the sales reps to visit a pharmacy manager and show them the abilities of the world famous Analyst PMR/EPoS.
Reason for leaving: Made redundant due to Covid-19.

Manager: Miss Emma Lavender. Tel: 07503 017 010

June 2008 – August 2013 – The Shop Direct Group (Littlewoods).

Position: Outbound Telesales.

Duties included: Inbound and outbound calls to the existing customer base, amongst other duties I would offer alternative financial solutions as well as take inbound calls.

Reason for leaving: I was made redundant on 3rd August 2013.

Manager: Mr Mark Symonds. Tel: 01772 482 719

November 2007 – June 2008 – Hbos, Preston.

Position: eBanking Clerk.

Duties included: Setting up bank accounts for new customers, general office duties and maintenance of other customer's bank accounts.

Reason for leaving: My position was moved to Manchester and it was impossible for me to commute, all though the position was offered to me I was unable to continue my role as eBanking Clerk.

Manager: HR. Tel: 01772 257 811

September 2007 – November 2007 – Poppy Cottage, Chorley.

Position: Care Worker for Sick and Severely Disabled Clients.

Duties included: Caring for the service users every need from getting up in the morning, feeding times and bathing then going to bed, also looking after the client throughout the night.

Reason for leaving: This was too emotionally demanding for me.

Manager: HR. Tel: 01772 337 701

February 2007 – August 2007 - iQor, Winckley Square, Preston.

Initially started as a four-week contract but has escalated to become permanent after only 5 weeks.

Position: Customer Service Representative.

Duties included: Processing of customer calls, ensuring targets are met on Cash Easy Entry sales. Keeping all paperwork in order, all other office tasks. Directly responsible to the British Broadcasting Corporation.

Reason for leaving: Family commitments.

Manager: HR. Tel: 01772 202 050

April 2006 – December 2006 – H&A Prestige Packing Ltd, Ackhurst Business Park, Chorley.

Position: Production Operative.

Duties included: Working on the shop floor – General Production Operative duties.

Reason for leaving: Made redundant.

Manager: HR. Tel: 01257 479 100

February 2003 – October 2005 – Fresco Oils & Fats, Sough Road, Darwen Lancashire. Liquidated.

Position: Production Operative.

Duties included: Preparation of dairy products for rework, operation of machinery, packing orders and all other general operative duties.

Reason for leaving – Made redundant.

Manager: Mr Robin Smith. Tel: 01254 701 513 - This company has actually closed down.

November 2001 – February 2003 - M&G Plastics, Marsh House Lane, Darwen, Lancashire.

Position: Injection Moulder – Setter.

Duties included: The manufacture of small parts for Dyson, SGB, and Marconi Products. Setting machines and keeping them running at maximum velocity.

Reason for leaving: Was asked to go back to Fresco for better rate of pay.

Manager: Mr Simon Kenyon. Tel: 01254 703 930 this company has actually closed down.

January 1999 – November 2001 – Fresco Oils & Fats, Sough Road, Darwen Lancashire. Liquidated.

Position: Production Operative.

Duties included: Preparation of dairy products for rework. All general production operative duties.

Reason for leaving: Offer of better pay.

Manager: Mr Robin Smith. Tel: 01254 701 513 - This company has actually closed down.

September 1996 – January 1999 – Time Computers, Time Business Park, Simonstone. Liquidated.

Position: Service Centre Technician.

Duties Included: Maintenance of PC based systems – Networking – LAN configuration – Software Installation – Rectification of faulty machines both hard and software.

Reason for leaving: Family commitments.

Manager: HR. Tel: 08701 22 4 301

May 1995 - September 1996 – some time was taken out of the working environment to look after my father who was convalescing.

May 1993 – May 1995 – St Thomas' YTS Scheme.

Training undertaken in the Media Sphere. Taught to use all audio-visual equipment including mixing desks, samplers, vinyl mixing, X track & all related equipment.

Other Skills:

First Aid 1 Cross Award – Red Cross.

Computer literate to a very high standard, web design, computer programming and system maintenance. Fully conversant in all computer programmes such as MS Word, Excel and Windows O/S etc.

Typing – 120 words per minute.

Audio Typing.

Hobbies:

I am a world class DJ and I also enjoy working with computers, building them from scratch and computer programming. System Analysis and Web Design. I also enjoy outdoor life. I enjoy reading, socialising, the cinema and spending as much time with my children as possible.

Referees: Available upon request