

Kate Ward

Personal Statement

I have recently graduated from Leeds University with a first class degree in BA(Hons) Fashion Design. My time at university has provided me with research, design and garment production knowledge, as well as time management, team working and presentation skills. My retail experience has given me excellent customer service skills, trend awareness and knowledge of brand identity. I am dedicated, enthusiastic and enjoy working as part of a team.

Experience

May 2003-Jan 2004 Topshop Briggate, Leeds
Sales Assistant (Shoe Department)

- Customer service on the shoe department, including telephone enquiries.
- Checking deliveries and customer orders.
- Stockroom organisation and sale re-pricing.
- Opening store card accounts.
- Store standards and occasional fitting room cover.

April 2002 – Jan 2003 Costcutter Boston Spa, West Yorks.
Sales Assistant (General Store and Off-Licence)

- Customer Service; tills in store and off-licence, video rental.
- Fill; listing stock, pulling stock, stock replenishment.
- Deliveries; receiving and checking.

Oct 2001 – Jan 2002 The Disney Store Commercial St., Leeds
Sales Assistant (temporary Christmas position)

- Customer service.
- Fill; stock replenishment and customer orders.

Education

Sep 2002 - June 2005 B.A. (Hons) Fashion Design Leeds University
- First Class

- Skills covered include trend and season research, visual research, pattern cutting, garment technology, design and development, and presentation skills.
- CAD training including Photoshop 7.0, Gerber Pattern design and other CAD packages, which is represented in a strong portfolio of design boards.

Sep 1994 - June 2001 Boston Spa Comprehensive School

- A-Levels: Art (B), French (B), History (B)
- GCSEs: 10 Grades A-C

Sep 1999 – June 2001 Leeds College of Music, Leeds

A Level: Music (C)