

# Andrew Tills

11 Andalusian Way, Karaka, Auckland 2113  
027 4732 769  
andrewtills@gmail.com  
<https://www.linkedin.com/in/andrew-tills-98440431/>

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## OBJECTIVE

Looking for full-time work in a position that utilises my skills, honesty and integrity derived from previous work and life experience.

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## PERSONAL STATEMENT

Managing small business in a range of markets and environments has been my specialty. Building relationships with people as customers has been a strong theme during my career. My core values reflect a professional and empathetic approach used for achieving successful outcomes.

Currently looking to apply my knowledge and experience to new challenges.

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## TECHNICAL SKILLS

- Familiar with most Microsoft Office products
- Ability to learn and apply new technology
- Understand financial statements
- Excellent literacy and numeracy skills

## PERSONAL SKILLS

### Management

- Ability to listen and lead others by example and providing a positive attitude
- Has the ability to focus on the detail, while also not losing sight of the big picture requirements
- Understand the process of planning and organising
- Always keen to be learning
- Also has the ability to be "hands on", if and when required

### Initiative

- Ability to listen and problem solve
- Focus and ability to work through a process to provide good outcomes
- Always happy to provide a helping hand with whatever is required
- Ability to work independently as required or as part of a team

### Communication

- Able to respond efficiently and with empathy to understand and solve client enquiries and problems
  - Focus on providing a high level of customer service
  - Excellent written and verbal presentation
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## WORK HISTORY

### **Arizto Real Estate**

South Auckland  
2020-present

#### **Licensed real estate salesperson**

- Marketing & selling homes, rural properties and rental investments across South Auckland
- Use of digital applications for real estate services
- 20 hours annual professional development per year to maintain license

### **Barfoot & Thompson**

Papakura  
2009-2020

#### **Licensed real estate salesperson**

- Marketing and selling residential homes and investments mainly in Papakura and surrounding locations
- Worked as part of a dedicated residential sales team providing a high level of vendor support and after sale service
- Participated in weekly sales team meetings

### **Camellia Haven Ltd**

Takanini  
2000 – 2009

#### **Specialist Nursery Owner**

- Plant propagation and production employing 3 full time staff
- Nursery management and administration
- Customer retail sales, service and advice

### **Auckland Wire Services**

Onehunga  
  
1984 - 2000

#### **Part Owner – Manager 1996 -2000 - business Sold**

- Electrical wiring harness and loom manufacturer employing 20 plus staff
- Business to business sales and service
- Management of production facility and employment
- Procurement & supply
- Project management of new capital equipment
- Financial administration and management

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## QUALIFICATIONS

### **Massey University**

Auckland  
1998 - 2000

### **MBA**

### **RNZIH (Lincoln)**

Completed 1984

National Certificate in Horticulture ( Nursery Management)

## INTERESTS

- In my spare time I enjoy spending time with family and friends, keeping fit, being outdoors, and when the opportunity arises a good road trip.
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## REFEREES

Colin Robinson

021 652 801

cs.bg.robinson@xtra.co.nz

Kay Timpany

021 413 661

kaytimpany01@gmail.com