

CAREER OBJECTIVE

After enjoying my degree in mathematics and business studies, I am looking for a career that combines both these topics. I particularly enjoy using statistics to analyse information and suggesting possible reasons for any trends identified from the information. This was evident in my marketing analysis module, where I participated in a simulation called Markstrat, and due to my constant analysing of the market, our group achieved the highest score within the module.

EDUCATION

Mathematics and Business Studies 2.1 **2004 - 2007**
University Of Warwick

Modules covered in final year:

- Principles of Finance (First)
- Financial Reporting (2:1)
- Management Accountancy (2:1)
- Marketing Analysis (2:1)
- Operations Management (2:1)

A Levels: Mathematics (A), Physics (A), Business Studies (B), Geography (B) **1997 – 2004**
AS Levels: Further Mathematics (A)
English Competency: GCSE Grade A
Cannock Chase High School

WORK EXPERIENCE

Harvey World Travel **08/07 – Present**
Accounts Clerk

- Responsible for checking payments to be made to suppliers and approving them for payment.
- Communicating with branches to ascertain knowledge surrounding bookings, to ensure payments are made to the correct client.
- Calculating commission and VAT quantities from bookings.

Tesco are an international retailer offering many goods and services to its customers. Whilst working for Tesco, my main role was working on the checkouts serving customers.

- Received positive feedback from customers for excellent customer service.
- Dedication to work - if it were busy at the end of my shift, I would stay longer than necessary to ensure that customers did not have to wait too long to be served.
- Built strong customer relationships through working with customers.
- Trusted with handling cash, which was regularly received from customers.
- Job responsibilities included packing customer's products if required whilst being friendly and polite to the customer. Also responsible for tidying security boxes from checkouts.

SUMMARY OF ACHIEVEMENTS / SKILLS

- I recently graduated in Mathematics and Business Studies with a 2.1 from Warwick University.
- Leadership, teamwork and motivational skills developed from captaining my Sunday football club between 1999 and 2003.
- Knowledge of Matlab, a computer based statistical tool.
- Achieved 100% in all my mathematics AS level modules.
- Excellent organisational skills, demonstrated by helping to organise the Real Ale Festival at university in 2006 and 2007.
- Within my marketing analysis module, my group achieved the highest Markstrat (Marketing simulation) result out of 50 groups.
- In August 2006, I was summoned to do jury service at Stafford Crown Court, which required me to make decisions based on the evidence provided and then discussing it with other members of the jury.
- I have donated blood on 4 occasions showing a commitment into helping others.

INTERESTS

- I currently play football for a local team, Heath Hayes who compete in the Midland Combination League.
- Enjoy playing other sports including golf, tennis, squash and cricket.
- I am a member of CAMRA (Campaign for Real Ale) demonstrating a commitment in things I believe about.