

## EDUCATION:

**2003 -2007**

**BSc (Honours) Economics (2:1)**

**Brunel University**

Final year modules including:

- International economics (trade)
- Labour market economics

Level two modules (and grades achieved) including:

- Corporate Investment (B)
- Economics of the European Union (B)
- Financial Statement Analysis (B)

**DISSERTATION:** *“To what extent has immigration reduced the number of firms reporting skills shortages in the UK manufacturing and service sectors?”*

**A Levels:** Economics (B), Business Studies (C), Geography (A)

**GCSEs:** 4 As, 4 Bs, and 2 Cs including Maths and English

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## WORK EXPERIENCE:

### ***Industrial Work Placement:***

**June 2005 - June 2006**

**Experian Business Strategies**

*Research Assistant, Skills and Labour Markets team*

- Main duties included report writing; the construction and maintenance of databases, graphs and charts; soft research; and raw data collection.
- Interpersonal skills were important in building up key relationships and contacts with people in government, which have proved invaluable this year when writing my dissertation.
- Continuously interacted with other teams within the Business Strategies and Experian UK building important relationships. Projects worked on included regional and local labour market analysis; property markets and labour markets; and consumer demand.
- Team player working extensively with private sector clients which included major retailers, banks, surveyors, manufacturers, along with regional development agencies, major government departments, learning and skills councils and local authorities.

**September 2003 - Present**

**CPM Marketing Ltd**

*Brand Marketer (part-time)*

- This involved marketing and sales work generating awareness of products to the public
- Writing reports on results of projects, improving analytical and communication skills
- Worked on prestigious projects in central London such as the new look Saturday Times and BT Openzone broadband.

**July 2004 – September 2004**

**Stora Enso (Office temp)**

*Office Temp*

- Main role of job was solving problems for customers by tracking orders and deliveries
- Required liaison between the company’s paper manufacturing centers (which were located in either Sweden or Finland), and customers (distribution centers in the UK).
- General office duties including filing, faxing and data input April 2000 – 2002

**April 2000- March 2002**

**Mayflower Chinese Restaurant (Waiter)**

- Other duties included cleaning, and basic cooking duties
- Being employed by people from a different culture was a fascinating experience
- Dealing with customers in a high-pressured environment developed my interpersonal skills.

## **SKILLS:**

### **Team working:**

- Good team working skills were essential to collaborate effectively on projects during my work placement. On many projects I had to effectively communicate with colleagues in offices across the country, delegating tasks and coordinating different stages of the projects we were working on.

### **Communication Skills:**

- Gaining an 'A' grade at university for a labour markets presentation demonstrates my ability to write concisely and accurately under pressure, and have the confidence to verbally communicate it to a large audience.

### **Time and Project Management:**

- Time management was vital in the role as research assistant as multiple projects ran at the same time with tight specific deadlines. A significant part of the job involved working with and managing large amounts of data on a continuous basis. Hence it was crucial to be efficient while maintaining accuracy as the economic analysis would depend on the quality of the data.

### **Negotiating and interpersonal skills:**

- Chosen to organise the new interns welcome party at the end of my work placement, successfully managing to organise with different bars and restaurants a large social event under a strict budget.
- Travelling through rural China on a tight budget, without the aid of an organised tour guide required confidence and the ability to plan and negotiate to get the best prices on hotels and travel.

### **Computer:**

- **MS Office Programs:** *MS Word*- Intermediate; *MS Excel*- Intermediate; *PowerPoint*- Intermediate.
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## **AWARDS RECEIVED:**

- Young Enterprise Company Programme (elected Company Managing Director, successfully reached South Suffolk Area Final)
- Suffolk Summer Activities Award (various sports, including cycling, cross country, orienteering)
- Small Piece Engineering Skills Award (teamwork, communication, meeting deadlines, costing)
- Post-16 6<sup>th</sup> Form Residential (teambuilding exercises)

## **INTERESTS:**

- I have a passion for going to interesting and different places which are off the beaten track and last year I had an amazing time travelling in china. When I am not saving up to go to far away places I train and compete for the Brunel Athletics team (middle distance), and enjoy socialising with friends.
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