Edward Burbridge

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EDUCATION

2016 – 2020
University of Exeter
Mechanical Engineering MEng – Integrated Masters – First Class.

2009 – 2016
St Bede's Sixth Form and School Redhill

EXPERIENCE

February 2021 – Present
Grayce Consulting – Senior Change Analyst
Grayce consulting is a business management consultancy and graduate development programme that provides technical and professional development alongside placements with clients in a change or data analyst role. Currently I have had three separate client placements while at Grayce:

- **Gatwick Airport – Next Generation Security Checkpoint project (June 2022 – Present)**
  Working with the Gatwick Airport security department as a business/data analyst to develop and implement methods for gathering performance and operational data from their passenger and staff security checkpoints and help develop the next generation security checkpoint. This involved creating data gathering tools for onsite data gathering, sorting and cleansing large data sets in Excel, creating visual reports, and inputting into the design process for the next generation of security checkpoints.

- **HMRC – Portfolio Management Function (August 2021 – June 2022)**
  Working as part of an external consultancy team engaging with HMRC supporting the co-creation of a new operating model and organisational structure for their Portfolio Management Function and managing the cutover from as-is to to-be operating models while supporting with recruitment for new roles. I was also responsible for building, owning and maintaining excel databases to keep track or key information and progress throughout the project

- **Civil Service – MHCLG – Grenfell Department (Feb 2021 – August 2021)**
  Working as part of the team interfacing with the Grenfell Tower Memorial Commission to support them in engaging the community and deciding a suitable memorial for the site of Grenfell Tower. This involved researching, creating and presenting reports on a variety of subjects including past memorial set ups, community feedback and financial options. In addition to this I helped support and lead meetings and workshops local community groups.

ADDITIONAL QUALIFICATIONS/SKILLS

- LinkedIn Learning Microsoft courses including PowerBI and Excel
- High proficiency in Microsoft Excel including macros and VBA coding
- Proficiency in Python and C++ coding languages
- BCS Business Analysis Foundation Certification
- AGILE Foundation and Practitioners Certification
- SCRUM Master and Product Owner Certification
- Currently further developing my skills in Python, SQL and Tableau