

Emily Wills — BSc (Hons)

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PROFILE

Strategic and creative professional with expertise in IT, Python programming, and practical mathematics. Passionate about machine learning and data analysis with a proven track record across finance and technical roles.

EDUCATION

BSc (Hons) Computing and IT Practice (First-Class) — The Open University | 2022-2024

- Focus: Python for machine learning and data analysis
- Modules: Machine Learning & AI, Software Engineering, Data Management and Analysis
- Project: Deep Learning for Astronomical Image Classification

AAT Level 3 Advanced Diploma in Accounting — East Surrey College | 2020-2021

- Modules: Advanced Bookkeeping, Final Accounts Preparation, Management Accounting, Indirect Tax, Spreadsheets & Ethics

Diploma of Higher Education in Computer Science & AI — University of Sussex | 2014-2019

- Modules: Databases, Program Analysis, Object Oriented Programming, Machine learning, Genetic Algorithms, Neural Networks, Computer Vision, Data structures and Algorithms
- Languages: Python, Java, SQL, MATLAB

A Levels: Maths (A), Physics (A), Computing (B) **AS Levels:** Further Maths (A), Chemistry (A)

GCSEs: 10 total (A*-B) including Maths, English, Sciences, IT, Geography, Graphic Design

EMPLOYMENT HISTORY

Finance Compliance Administrator — Thales UK, Crawley | Jul 2023-Jan 2024

- Performed weekly and monthly quality and compliance checks for the finance function
- Cleared the pre-existing task backlog before updating and creating new tools to speed up and improve departmental processes going forward
- Built and optimized Excel macros (VBA) for efficiency improvements
- Created dashboards and reports showing statistical breakdowns and results of the quality and compliance controls ready for departmental presentations
- Government security vetted position
- Temporary contract

Temporary Construction & Technical Administrator — Bellway Homes, Redhill | Mar-Apr 2023

- Handled site administration, labourer registrations, weekly Health & Safety reports
- Tracked and maintained site work progress records

Finance Assistant — Natural World Safaris, Brighton | Jun-Nov 2022

- Managed sales ledger, supplier statements, and multi-currency payments
- Took secure payments over the phone from domestic and international clients
- Processed invoices in Xero and maintained financial records

Finance Assistant — Classic Collection Holidays, Worthing | Aug 2021-Jun 2022

- Supported general accountancy tasks including reconciliations, credit control and sales ledger
- Processed transactions and recorded receipts and payments using Access Dimensions
- Managed large volumes of transactions with advanced Excel functions

OTHER INTERESTS

- TTRPGs & tabletop games fan, video game enthusiast (4X, co-op, narrative games)
- Captain of University Fencing Club's Women's Team
- Enjoys pub quizzes and adores cats