**Onik Noor**

**Date of Birth: 09/03/1997**

**235 Fellows Court,**

**Weymouth Terrace**

**London, E2 8LJ**

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**Personal Profile:**

I am a highly motivated and sociable individual, willing to go the extra mile to show my hard work and dedication. My work experience at the UBS investment bank has introduced me to the world of work, learning the importance to maintaining discipline and reaching deadlines. I am open to any training opportunities and development to strengthen my skills and knowledge as an employer.

**Education:**

**Bridge Academy, Hackney Sep 2011 – July 2013**

9 GCSE A\*-C (Including A\* in Maths, and B in English)

1 BTEC – Physical Education – D\*

**Bridge Academy Sixth Form, Hackney Sep 2013 – July 2015**

A2 Level: B in Maths, D in Physics and Economics

AS level: E in ICT

**Work Experience:**

**UBS Investment Bank March 2012**

During my time at the UBS, I have learnt the basics of using Microsoft Software such as Outlook and PowerPoint. With Outlook I have learnt how to create meetings including clients, send email in a professional manner and viewing other colleagues’ timetable. With PowerPoint, I have taken part in a team to create a presentation about our time at the UBS. This is taught me to reach deadlines in a paced environment and developed confidence on presenting in front of an audience.

**Mentor Oct 2013 – April 2014**

During the first year of A levels, I took part of a programme at Queensbridge Primary School. The programmed consisted of supporting Year 5 students on their Numeracy and Literacy Skills. On weekly bases I would come up with entertaining and educational activities for my mentee. With this experience I have learnt responsibility and understanding. As sometimes my mentee will show difficultly on certain areas of learning.

**Key Skills:**

* Worked in a team – This has given me the opportunity to develop presentation skills as a team and as an individual. As a teammate I have encouraged others to reach their potential of gaining confidence on communicating with the audience and with one another.
* ICT skills – This has given me a chance to understand and undertake tasks regarding such as Microsoft Outlook and Microsoft PowerPoint.
* Numeracy Skills – With being extremely passionate towards problem solving, I have a high level of numeracy skills.

**Names and addresses of referees are available upon request.**