Rainier Cris Madriaga
BSc (Hons), MSc, RQTU, GMBPsS
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I am an accomplished MSc Occupational & Organisational Psychology graduate with a strong passion for **Business Psychology**. My expertise lies in conducting research, critical analysis, and problem-solving, enabling me to excel in presenting proposals, writing reports, and collecting/analysing **qualitative** and **quantitative data**. Through my roles as a **Dissertation Supervisor** and **Work-Based Learning Officer**, I have honed my ability to guide and **support** students, source Work-Based learning opportunities, and deliver impactful **employability workshops**. With a solid understanding of **health and well-being** in the workplace, **leadership**, and **organizational change**, I bring a comprehensive skill set that allows me to make a positive impact in the field of Business Psychology.

Experience

University of East London: Dissertation Supervisor   Mar 2023 - Present
Main Duties and Responsibilities:

- Offered **guidance** and **clarification** on the scope and expectations of the dissertation, ensuring students understood the nature of the research inquiry and the standard of work required.
- Supported students in the operationalisation of their research, assisting them in translating their ideas into tangible research plans and methodologies.
- Provided assistance in the writing process, **offering feedback** on draft materials and helping students enhance the clarity, coherence, and academic rigor of their research write-ups.
- Undertook summative marking of assigned students' dissertations, **evaluating** their work according to established criteria and providing constructive feedback for improvement.
- Collaborated with the dissertation module leader, maintaining open **lines of communication** to discuss student progress, address concerns, and ensure alignment with module objectives.
- Participated in module induction sessions prior to the start of the module, orienting students to the dissertation process and **setting clear expectations**.
- Read draft materials and promptly responded to support requests from students, offering guidance on **research design, data analysis, and scholarly writing**.

University of East London: Work-Based Learning Officer   Apr 2022 – Present
Main Duties and Responsibilities:

- **Source, administer, and oversee** Work-Based learning activities for students, including managing the full **recruitment cycle, shortlisting candidates**, arranging interviews, and providing feedback.
- Develop and **maintain relationships** with partnered employers and organizations to secure Work-Based learning opportunities for students.
- **Design and deliver employability workshops** for students, providing information, advice, and guidance through various channels.
- Collaborate with colleagues to develop an annual calendar of employability and skills development activities, contribute to project work, and stay updated on current professional and career trends.
- Utilize MS Office packages to **collect, analyse**, and interpret both qualitative and quantitative data, **generating comprehensive reports** and completing administrative tasks pertinent to the CaSE service.
- Maintain and update Work-Based learning resources, including handbooks, forms, templates, and online platforms.
- Tailor the Work-Based learning provision to meet the **specific needs of programs, students, and regulatory bodies**.
- Implement robust systems to **record data, measure impact**, and produce relevant information for reporting purposes.
- Demonstrate flexibility in work hours and locations, attending meetings, and **traveling as required**.
- Undertake any other duties assigned and work in accordance with UEL's Equality, Diversity, and Inclusion Policy.
- Took **initiative** in **pitching, developing, and managing projects** aimed at **enhancing** and **supporting the broader team's efforts**, demonstrating proactive **problem-solving** and **leadership skills**.
- Conducted comprehensive training sessions for new Work-Based Learning officers, covering areas such as **sourcing opportunities**, administering Work-Based learning activities, **developing relationships** with employers, delivering employability workshops, and **utilizing data analysis tools**.

London School of Science and Technology: Academic Support Tutor in Health   **Aug 2021- Apr 2022**

Main Duties and Responsibilities:

- Acted as dedicated **Personal Tutor**, providing comprehensive support in personal, academic, and social development of full-time students to **optimize their educational experience**.
- Monitored attendance and ensured timely submission of assignments.
- Assisted students in reflecting on skills and experiences, guiding formulation of action plans for **academic growth**.
- Maintained **regular communication** through various channels (phone, Skype, face-to-face, email).
- Handled administrative tasks for assigned student group, collaborating with program/course coordinators and support staff.
- Communicated updates to Course leaders/Lecturers regarding individual matters and overall student body.
- Contributed to **Induction Programme delivery**, conducted **one-to-one reviews**, and supported Personal Development Plans.
- Addressed and monitored academic progress, behaviour, and personal issues according to College procedures.
- Ensured accurate attendance record-keeping during Personal Tutor sessions.
- Encouraged student participation in College activities and events, fostering **a sense of belonging**.
- Prepared references, testimonials, and reports in collaboration with colleagues.
- Participated in training events and tutor meetings for professional development.
- **Collaborated with academic departments** to contribute to course development.
- Provided guidance on research techniques and referencing methods.
- Identified student needs, provided support, and referred to specialized advisors when required.
- Effectively communicated student responsibilities and facilitated issue resolution.
- Demonstrated awareness and **sensitivity to cultural diversity**.
- **Maintained strict confidentiality** and upheld record integrity.

Sainsburys: Online Assistant   **Oct 2014-Aug 2021**

Education

MSc in Occupational & Organisational Psychology, University of East London   **2020 - 2021**

Grade: **Pass with Distinction**

- Proficient in proposal delivery, **presentations**, and **compiling business/technical reports**, both independently and collaboratively.
- Involved in **developing** and **facilitating** customized **training programs**, continuously improving service delivery through feedback analysis.
- Skilled researcher, **employing empirical evidence** for **critical analysis** and informed decision-making.
- Experienced in quantitative and qualitative data collection/analysis, including **SPSS**, JASP, and thematic analysis methods.
- Developing as a **consultant**, utilizing critical thinking and models/frameworks for issue **diagnosis** and **evidence-based** recommendations.
- Demonstrated **leadership skills**, initiating projects, fostering supportive teamwork, and prioritizing effective communication.
- Exceptional **project management**, handling multiple tasks concurrently while **meeting deadlines** and ensuring high-quality outcomes.
- Contributed to diversity and inclusion training project within a theoretical framework, promoting awareness through learning initiatives.

BSc (Hons) in Psychology with Counselling, University of Greenwich,   **2008-2011**

Grade: **2:2**

Additional Relevant Background Information

The Mix: Helpline Volunteer   Sept 2019-Jul 2020

Swift Occupational Ability (BPS Accredited Level A)   Sept 2021

Wave Occupational Personality (BPS Accredited Level B)   Sept 2021

British Psychological Society Graduate Membership (GMBPsP)   July 2019