

Tala Ammoun

13 Northumberland Road Walthamstow E17 8JE | +447546629421 | talaammoun@gmail.com

Education

BPP Holdings; London, UK, September 2021 — August 2022

Merit in LLM Legal Practice (Solicitors)

City, University in London; London, UK, September 2020 — June 2021

Condemnation in Graduate Diploma in Law

Richmond the American International University in London; London, UK, September 2017 — August 2020

First-Class BA (Hons) in international Relations with a Minor in International Business

Work Experience

The Restaurant Hub; London, UK January 2023 — Present

Team Member:

- Provided exceptional standards and service to all customers at all times
- Prepared a wide range of sandwiches and pastries and ensured that all menu items are delivered to customers with high standards
- Ensured that orders and payments are processed correctly

Pimlico Fresh; London, UK, February 2022 — May 2022

Customer Service Assistant:

- Greeted customers at the till with a friendly attitude, took their orders, and received payments
- Counted the register funds to at the end of the shift to ensure cash accuracy
- Restocked items for the next day and helped the shop maintain a five-star hygiene rating by cleaning tables, washing dishes, and mopping floors and surfaces

Montcalm Royal London House; London, UK, June 2021 — August 2021

Barista/Barback:

- Prepared a full English breakfast and brewed a wide variety of teas and coffees during my morning shifts
- Served a mixture of alcoholic drinks and snacks during my night shifts

ELIA Greek Street Food; London, UK, July 2021 — August 2021

Kitchen Porter:

- Soaked, washed, and polished kitchenware and helped with basic food preparation
- Cleaned the ins and outs of fridges, friers, and grills using select sponges, soaps, sprays, and cloths

KT & T; London, UK, July 2021

Waitress:

- Took orders, served tables, and swiftly addressed guests' service needs
- Provided exceptional friendly service that encouraged customers to leave generous tips and positive google reviews

Law For Life; London, UK, March 2021 — August 2021

Research and Evaluation Assistant:

- Summarized reports in a concise and clear manner using advanced graphs
- Conveyed qualitative and quantitative survey information into comprehensible and lively reports

Centre for the Study of State, Power, and Globalisation; London, UK, September 2019 — December 2019

Research Assistant:

- Assisted in event marketing by putting up posters and sending emails to students
- Managed the logistics and operations of conferences and events

Richmond University Peer Tutoring Programme; London, UK, September 2018 — December 2019

Peer Tutor:

- Strengthened students' understanding of complex concepts in the fields of Economics and Politics
- Improved students' learning experience through organized and motivational educational sessions

Richmond University Library; London, UK, September 2018 — December 2019

Library Assistant:

- Maintained a high-quality and organized study environment for students
- Assisted in administration by adding new patrons to the library system and data processing

Universal Hospital; Baalbak, Lebanon, June 2010 — September 2010

Customer Service Assistant:

- Provided excellent customer service by displaying a positive and helpful attitude on a daily basis that was praised by patients and staff alike
- Carried weekly stock checks and instantly remedied any complaints and dissatisfactions

Extra-Curricular Activities and Achievements

Angel Comedy Club; London, UK, November 2021

Stand-up comedian:

- Learned the different types of jokes, how to create material, and the art of performing on stage
- Performed several stand-up shows to a crowd of 40 people at Angel Comedy Club

Common Purpose, London, UK, 25 March 2021

Future Leader Experience:

- Interacted with senior leaders and explored how to work with people with differing opinions
- Collaborated in a diverse team project to tackle a challenge faced by an organization regarding its graduate development programme

Leo Cussen Centre for Law, London, UK, January 2021

Virtual Internship in Human Rights Law:

- Summarised important information for my supervisor from a client facing a deportation order
- Advised on a potential discrimination issue regarding disability, as well as a case on unfair dismissal at work

Freedom Law Clinic, London, UK, November 2020 — December 2020

Case Worker:

- Devised appeal documents relating to criminal cases, including case briefs and one-page plans
- Researched and analysed medical articles and legislations with the aim of establishing new grounds of appeal based on fresh evidence

TEDx RAIUL; London, UK, 22 March 2019

Speaker, "Modernity makes us more psychologically complex"

- Analysed the psychological effects of social media through critical thinking and research
- Presented my analysis to a crowd of 100 people

Key Skills

- Fluency in 2 languages: Arabic & English
- Great organization and time management skills