

Grace Hopkins

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Personal Statement

I am sensible, trustworthy, reliable and I always try my best. I take pride in putting in hard work and doing things to the best of my ability. I can use my own initiative and think of others.

Skills

- My background in maths has given me the ability to face problems and solve them logically
- Learning to juggle my schoolwork, weekend job and extra-curricular activities made me more organised and prepared.
- Art has allowed me to be creative and to develop ideas, adapt plans to fulfil briefs and work practically
- Duke of Edinburgh and my job at the café have shown my strong teamwork skills

Experience

THINJACK

September 2020 - Present

Digital Marketing

I am currently working for ThinJack, an Engineering company that operates in the oil and gas sector providing flange separation services. My job role involves collecting online analytics and tracking the data, updating social media on the company's progress, emailing out newsletters and analysing failed emails. I work with the MD to gain an insight into intellectual property and how patents are secured. While working with ThinJack I plan to develop an understanding of how an independent Engineering company works and the end to end process from design and manufacture to marketing the product.

BOTHY57

June 2020 – September 2020

Café Assistant

I worked at the Bothy57 café over the summer period where I helped set up the new café. I used my previous café knowledge to give input to the owners to improve their start up. I quickly adjusted to the new team and was able to make friends and spread the word about the new business.

VSA

April 2018 – March 2020

Relief Café Assistant

I volunteered for six months at a VSA charity cafe that supports vulnerable people. Through good teamwork skills and using my initiative, I was offered a job in September 2018. Whilst making coffees, preparing and serving meals I have learnt to be professional and keep a level head when serving customers. Responsibilities include opening and closing the café, cashing up the till, maintaining high hygiene levels and ensuring safety standards are met. My confidence and communication skills have grown since working at the café.

AVON

December 2015 – March 2020

Sales representative

I have started up my own Avon business in my spare time. I have successfully built a loyal customer base by liaising with customers and providing a reliable service. I am responsible for the handling of money and online orders; this demonstrates strong organisational skills and has given me a valuable insight into business management

Education

Westhill Academy

August 2014 – May 2020

Advanced Highers

- Maths – A
- Physics – A
- Art – A

Highers

- Maths – A
- Physics – A
- Chemistry – A
- English – B
- Art – B

National 5's

- Maths – A
- English – A
- Chemistry – A
- Physics – A
- French – A
- Art – A

YASS Open University course

- Science: galaxies, stars, and planets

Interests

- Guitar
- Piano
- Boxing
- Swimming
- Socialising with friends

Achievements

Piano

Grade 1

June 2015

I passed my ABRSM Grade one piano with a distinction.

Grade 2

March 2017

I passed my ABRSM Grade two piano exam.

Duke of Edinburgh

First Aid Course – March 2017

I completed practical first aid training covering CPR, use of bandages and slings, breathing, recovery position and signs of a stroke.

Awards

I have completed Bronze and Silver Duke of Edinburgh and I am currently working towards my Gold award. The expeditions have proved not only my physical abilities but my mental strength when faced with unfamiliar situations. During my Gold expedition, despite thunder, lightning and electrocution warnings, I stayed focused and my group and I were determined to finish the day on time.

Guitar

Acoustic – National 5

I have passed my National 5 acoustic guitar qualification

Acoustic – Advanced Higher

I have passed my Advanced Higher acoustic guitar qualification

Electric – Advanced Higher

I am currently working towards my electric guitar qualification

School

Extra – Curricular

I was the first to receive the ‘Susan Reid Physics Memorial award’ from my school for my dedication to Physics.

Currently I am mentoring two higher physics pupils and I have been chosen by my Maths teacher to teach a S2 mathematics class. This involves arranging meetings with the maths department staff and independently planning and presenting lessons to ensure pupils are enjoying and progressing in their

learning. The class require one to one help as some of them experience learning difficulties therefore I make sure to sit with all the children individually to make sure they have understood the lesson.

I also lead a lunchtime Science club with other sixth year students to try do encourage the younger pupils to take STEM subjects in senior years. Every week we engage the pupils with hands-on experiments and then explain the science behind them.

I also achieved a sports leadership award where I had to plan, risk assess and lead sessions that engaged and motivated the class.

References

References available on request.