

# AMIT LAD

---

10 NETHERLANDS ROAD, NEW BARNET, HERTFORDSHIRE, EN5 1BN

TELEPHONE: 020 8441 1740 MOBILE: 07828 824 001 E-MAIL: AMIT.R.LAD@GOOGLEMAIL.COM

---

I am a multi-skilled person that is able to communicate, handle responsibility and use initiative in order to complete tasks and meet deadlines. I have proven experience working in administrative, practical and technical environments both on my own and as part of a team.

## Employment History

---

### Summer Internship, Data Connection

July 2008 – September 2008

- Main tasks included:
  1. Created an automated testing environment for a specific product.
  2. Enhanced functions and developed new tools for the Subversion Code Management System used by 70+ people in the company on a daily basis.
  3. Researched and implemented the upgrade of the core Subversion servers from v1.3 to v1.5.
- Rapidly learnt technical skills in order to use them to complete tasks.
- Produced quality work under the pressure of time, since the systems I was often working on were used by a large number of my colleagues. As such, the consequences for taking too long, or getting anything wrong were quite drastic.
- Communicated my work to others working on similar systems/projects so that our work wouldn't interfere or overlap.
- Documented and gave a presentation on my work so that people knew what to do once I had left.

### Assistant Scout Leader, 4th East Barnet Sea Scouts

June 2006 – Present

- Volunteer position working with a team of people to help run a local scout group.
  1. Planning and running a varied and interesting programme for the scouts on a weekly basis.
  2. Helping to run climbing and water sports activities as I am trained to do so.
  3. Helping to organise and execute larger events such as week long camps and expeditions.
- Also lightly involved with budgeting and fundraising for the group.
- CRB cleared to work with young people.

### Library Assistant, Barnet Council

April 2005 – September 2007

- Working in the libraries helping customers with queries and issues.
- Handling money taken from DVD/CD rentals, late return fines and sales from the library shop.
- Handling and shelving returned items, issuing items for the customers to borrow.
- Helping with general administration of the 'Bookstart Pack' for new parents providing them with information regarding reading for young children and the services available to them in the local libraries.

### Learning Assistant, Kumon Education

November 2003 – August 2007

- Helping tuition students with English and Maths study material.
- Marking test papers and maintaining progress reports for parents.

### Young Enterprise Scheme

October 2006 – May 2007

- Took part in a scheme to give students experience of all parts of running a business ranging from finance and budgeting to marketing and selling.

- Worked as part of a team to hand make covers and cases for music players and mobile phones and sell them at trade fairs organised by the scheme in the local area.
- Gave a presentation to a panel of judges from the scheme, and our team managed to win a prize at the North London Finals.

#### **Actuary, KPMG**

**June 2006**

- One weeks work experience in the Actuarial department of KPMG.
- Valuable insight into the work Actuaries do and skills that they require.
- Gained information on the steps required to become fully qualified.

### **Education**

---

#### **Warwick University**

**October 2007 - Present**

- Currently 2<sup>nd</sup> year undergraduate studying Mathematics (Hons).
- Expected 1<sup>st</sup> (Hons) Degree.
- Have taken modules in Pure mathematics, Mechanics, Statistics and Economics.
- Currently writing an essay on the limiting process of a random walk and the applications of Brownian Motion.

#### **The Latymer School, Enfield**

**September 2000 - June 2007**

- A-Levels – 4 A's including Maths, Physics and Economics.
- GCSEs – 7 A\*'s and 3 A's including English, Maths and Science.
- During my A-levels, was chosen to be a 'Senior Pupil'. This involved:
  1. Liaising ours views of the school, and our ideas with the senior management so that we could provide some input school policies.
  2. Running the school council to get the views or other students heard.
  3. Helping to organise school events such as 'Awards Evening' and represented school at formal events such as 'Foundation Day'.

### **Achievements and Skills**

---

- Qualified First Aider (valid until September 2009).
- Trainee Kayaking and Canoeing Instructor (with the Scout Association).
- Trained Climbing Instructor (with the Scout Association).
- Attained the Duke of Edinburgh's Gold Award and Queen's Scout Award.
- Completed the '14 Peaks Challenge' climbing the mountains of North Wales.
- Helped to organise and participate in many activities such as Chess, Juggling, Politics, Debating etc.

### **Referees**

---

- Available on Request