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 and practical environments both on my own and as part of a team.

# Employment History

## Summer Internship, Data Connection July 2008 – September 2008

* Learnt a new programming language (PERL) to complete given tasks including:
  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.
* Gained experience of giving presentations.

## 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.
* Involved with planning and running of activities including camping, climbing and water sports.
* 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.

## Actuary, KPMG June 2006

* Two 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 2nd year undergraduate studying Mathematics (Hons).
* Expected 1st (Hons) Degree.
* Modules taken so far include Stochastic Processes, Mathematical Statistics, Analysis, Differential Equations, Geomoetry and Motion, Algebra, PDE, Quantitative Economics, Mathematics by computer, Probability, Second Year Essay

## 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.

# Achievements and Skills

* Qualified First Aider (valid until September 2009).
* Trainee Kayaking and Canoeing Instructor (with the British Canoe Union).
* 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.
* Represented school as Senior Pupil at a variety of formal occasions.
* Helped to organise and participate in many activities such as Chess, Juggling, Politics, Debating etc.

# Referees

* Available on Request