

Ajay Bater

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BRIEF

A highly determined and enthusiastic individual with experience in operational management, extra-curricula pedagogy and mass communications. My professional development has grown in parallel to my education. After completing a degree in mathematics, coinciding with my period as Operations Officer, I pivoted into science communication. As an Operations Officer, I adapted to managing my time efficiently and have learnt to identify and prioritise critical tasks. Possessing this unique skill-set and equipped with an infallibly friendly, determined disposition means I am able to routinely immerse myself in new tasks in pursuit of ideal results.

SKILLS

- Communication and People Skills
- Infallible Time Management
- Maintaining organisation under pressure
- Multitasking and Prioritisation
- Heading projects with small teams
- ICT: Microsoft Office / Google Workspace
- Programming Languages: Python / R
- Design: Canva

EDUCATION

MSc Oct 2024 - Nov 2025

Science Communication / University of the West of England / Paired with significant practical experience, this course has armed me with an acute theoretical foundation of communicative practices. I have had experience communicating to different audiences with:

- Live radio
- Podcasts
- Writing:
 - News articles
 - Press releases
 - Blogs
- Video production and editing
- Public Speaking

Working part-time while studying full-time has also provided me opportunity to develop my time management skills to a great extent.

PREVIOUS ROLE

Operations Officer / We Solve Problems

July 2024 – August 2025

My position at the charity was incredibly expansive, involving a number of roles outside of its title.

Roles and Responsibilities

- Stakeholder Liaison
- Public and Internal Enquiries
- Project Management
- Creating and governing the organisation's calendar
- Social Media Management
- Weekly Mass Communications
- Facility Reservation
- Advertising
- Public and Media Relations
- Event Organisation

As Operations Officer, I worked closely with the general manager to facilitate the daily operations of the charity. I was responsible for communicating with our 500+ clients. Primarily I administrated any issues or queries anyone may have, acting as the central figure or safeguard between our clients, staff and the charity's partners.

Along with preserving positive, friendly relations with our stakeholders, part of my role was scheduling our typical operations and larger events. For example, I scheduled and organised a maths olympiad for 100+ students in London. This required a rigorous method of backscheduling, and co-ordination with my colleagues in the management team to align the different departments to achieve success on the day of the event.

In my year of working in this position, I have learnt to become extremely adaptable in my professional life. Due to the variety of skills required of me from this role, I developed confidence in undertaking unfamiliar and evolving tasks.

PAST EDUCATION

BSc (Hons) 2021 – 2024

Mathematics / University of Bath /
Studying maths at this level equipped me with a strong set of problem solving and logical capabilities. I was voted student academic representative twice, working with the heads of my department and representing my fellow cohort. During my degree I supplemented my academic knowledge with practical skills and experience, such as in mathematical modelling and data analysis.

A Level / AP Course Equivalent

A* Mathematics
A* Further Maths
A* Physics

GCSE / High School Diploma Equiv.

7 A* - Including Maths, Physics, Chemistry
4 A - Including English, Welsh, German

VOLUNTEERING

Admin Assistant / Day's Motor Group

At Day's I volunteered to be an office assistant, helping with administrative tasks such as organising files and data entry.

Maths Communication

I have volunteered under multiple maths communicators. For example, I have participated and helped deliver communication material in BathTAPS with Prof Chris Budd OBE. I have also written, performed and edited two short videos for Rob Eastaway's Maths Week England.

As part of my BSc in Mathematics, I also designed and delivered a Royal Institute Masterclass to a cohort of secondary school students.

PROFESSIONAL EXPERIENCE

May 2023 - May 2024

Head Tutor / We Solve Problems

Before my promotion at the charity, I was hired at an entry level role while studying at the University of Bath. I had the responsibility of:

- Managing other tutors, including on-boarding, training and professional development
- Upholding standards of quality, maintaining typical classroom protocols, ensuring the safety and wellbeing of the children

Fundraiser / We Solve Problems

Within my first year of working for the charity, I took the opportunity to become more involved within its operations. These additional roles included:

- Researching and contacting potential donors
- Developing stakeholder relations
- Delivering weekly reports and updates

2020 - 2024

Tutor / Private and Freelance

Previously, I have worked as a mathematics tutor, often contracting with several different organisations such as the Advanced Mathematics Support Program and Simon Singh's Parallel.

In such roles, I would be working with a number of children, teenagers and parents, to achieve success in both basic and advanced mathematics.