

Benjamin Whybrow

I am a passionate IT and car enthusiast with a special love for Formula 1. Aspiring to build my own company, I am driven by the merging of technology and entrepreneurship. Inquisitive by nature, I am always eager to learn and contribute, fostering strong connections once comfortable. I am constantly seeking career and knowledge development opportunities.

I have a DBS enhanced certificate that is registered with the update service.

Experience

2nd May 2023 – Present **Apprenticeship Support Officer**

South Gloucestershire and Stroud College

In this role, I am committed to ensuring the success of apprentices, maintaining compliance, optimizing operational efficiency, and supporting the smooth functioning of the apprenticeship campus.

18th July 2022 – 28th
April 2023

Reason for Leaving: Lack of managerial support and guidance.

Business Support Relief Admin

Dimensions UK

This job involved working in various departments throughout the company. The first month was with Recruitment, in which I was responsible for managing their email, taking incoming phone calls, chasing candidates for documents, and helping where needed. In September 2022, I then moved to Housing and Compliance in which I managed the phone line for both the department and for head office, I also managed the inbox, and was responsible for dealing with repairs and contractors needed in the various houses that the company managed.

Reason for Leaving: Wanted something full-time and hybrid, rather than working from home.

Education

09-2020 – 06-2022 **BTEC National Extended Diploma in Information Technology (DDM)**

South Gloucestershire and Stroud College

09-2015 – 07-2020 **9 GCSEs at grades 4-6 including Mathematics and English**

Oasis Academy Brightstowe

Skills

Teamwork: I have supported other team members during my roles in order to ensure work is covered during holidays and absences.

Independent Work: I thrive independently, taking proactive initiative to deliver exceptional results.

Customer Service: I have dealt with customers over the phone and face-to-face and provided them with as much information or assistance they need.

Learn: I am always keen to learn new things and enjoy receiving constructive criticism.