**CURRICULUM VITAE - THOMAS-JAN JOHNSTON**

**Date of Birth:**30.07.1988

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**WORK EXPERIENCE:**

**JVA Recruitment - July 2020 – Present**

**Position held: Principal Consultant**

**Duties:XXXXXXXX**Working in the Cyber industry for Nozommi and Claroty recruiting key team players (go onto the Nozommi site and look at one or two of the consultant and tech specialist roles – then use some of the keywords – on the JD as the type of people you have recruited – ). Also active i/Energy/Life Sciences/Chem/Catalyst and Oil and Gas industries with a recruitment company with an EMEA reach.

The company uses two search models: a contingency-based, and searched. Both are time-pressured with tight deadlines or client-driven assignments for specific roles. Organisation and planning are crucial. If some key elements are missed, poor recruitment can be made. The client will only use you again if the head hunt is successful.

At the onset of each exercise, a mind map is created to identify critical elements and links, to widen the pool of candidates enough to be able to create a target group but small enough to be manageable enough to ensure success and a delicate balance.

Once the target list has been finalised, the most critical stage of first contact and engagement with each candidate comes. This step is crucial to the success of the overall assignment. An in-depth understanding of each candidate’s background and skills is

essential homework.

Responsible

HELPED TRIGGER THE company’s transition towards a more digitally aware operating method (due to relocation to Spain in 2016?). This, in turn, helped facilitate a more seamless company move to hybrid working during the pandemic.

**JVA Recruitment - Jan 2016 – JULY 2020**

**Position held: Recruitment Consultant**

**Duties:**Headhunting candidates for clients, primarily in the Cyber/Energy/Oil & Gas/Chem/Catalyst industries**.**

Responsibilities include International and National travel to prospective clients—meeting to discuss recruitment strategies.

Instrumental in company transitioning from an analogue work model to a more streamlined digital approach (Localised Hardware – Cloud-based tech/Social Media etc.) to identifying candidates and targets.

**Screwfix Ltd - Sept 2013 - July 2015**

**Position held**:  **Customer Sales Advisor**

**Duties**: Welcoming and serving customers, helping to source items, advising on stock and upselling, cash handling, and using a till. Working in a warehouse, stock-checks, distributing items and organising inventory.

**Volunteer Teacher, Ethiopia - Jan 2010 – Feb 2011**

**Position held**:  **English/PE Teacher**

**Duties**: Teaching English in a classroom environment, in a small town called Adigrat, in the North of Ethiopia, responsible for 20+ individuals. I also taught PE and football.

**JVSA Consultancy - Sept 2005 -Sept 2009**

**Position held**: **Intern Research Consultant**

**Duties**: Carrying out various Database/PC work, cold-calling prospective clients, building rapport to scout for possible vacancies and reporting to senior consultants.

**EDUCATION:**

**Italia Conti Academy of Theatre - Sept 2011 - June 2014**

**Liverpool Community College - Sept 2007 - June 2009**

BTEC National Diploma in

Performing Arts – 3 DISTINCTIONS

**Sedbergh School - Sept 2003 – June 2005**

**GCSE:**

ENGLISH LANGUAGE, ENGLISH LITERATURE, MATHS, SCIENCE (DUAL AWARD), FRENCH, PE, HISTORY, A