Katie Oliver

Kettering, Northamptonshire | 07933 359203 | katieoliver458@icloud.com

# Education

## Cardiff university | 2022 – 2026

* BSc Business Management (Marketing) with a Professional Placement Year.
* Predicted 1st Class Honours.
* Awarded University Undergraduate Scholarship for Best Performance in 1st Year (2022/23).

## Bishop stopford school & sixth form | 2015 - 2022

* A-Level: Mathematics (A\*), Chemistry (A\*), History (A\*).
* GCSE: 11 subjects (Grades 7-9) including Mathematics (8), English Language (9).

# Experience

## sales support intern | hewlett packard enterprise | july 2024 – present

* Gained an in-depth understanding of technology business-to-business sales, specifically within the Public Sector.
* Supported a team of Digital Sales Reps with sales forecasting, reporting, research, customer outreach and other ad hoc tasks.
* Provided value by managing an account patch, working with partners and customers to progress live opportunities and generate new pipeline.
* Planned and managed events for the Sales Organisation, such as Q4 and Q1 Deal Days, responsible for the scheduling, catering, and coordination of the event.
* Participated in the Intern Sales Readiness Program, attending regular sessions and practicing customer roleplays to improve my sales skills and prepare me to become a graduate seller.

## retail associate | tk maxx | 2020 – 2024

* Handled cash transactions, stock work, taking inventory and maintained a tidy store.
* Delivered excellent customer service by answering high volumes of customer queries and solving disputes.
* Adapted my work to fit with manager expectations, such as focusing on loyalty schemes to improve the store’s regional standing.
* Demonstrated time management skills by prioritising essential tasks during busy periods and ensuring tasks are completed e.g., flowing 12 pallets of stock in one 4-hour shift.

# Skills & Interests

## it skills

Proficient in Microsoft Word, PowerPoint, Excel, and CRM systems such as Salesforce.

## interests

Undertook dance classes and examinations until age 16. Took lessons in Cornet and Tenor Horn up to Grade 6 Level and performed at concerts and competitions with a Youth Brass Band across the UK and Europe. Member of Cardiff University Business Netball, taking part in training, matches and socials. Enjoy travelling with family and have visited Canada, Japan, and countries in Europe.