A close up of a sign

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Description automatically generatedNATASHA HOWARD

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# EDucation

## The University Of Sheffield 2015 - 2018

**BSc Economics and Mathematics – Second Class Honours**Including credits in Modern Finance, Health Economics, 40 in Econometrics, 70 in Statistics

## Esher College, Surrey 2013 - 2015

A2: Maths: A, Economics: B, Further Maths: C | AS: EPQ: A\*, Psychology: B

## Coombe Girls’ School, New malden 2008 - 2013

11 GCSEs A\*-C including English Language (B) and English Literature (B), ICT Functional Skills

# EMPLOYMENT HISTORY

## NHS Feb 2019 - Present

**Discharge Support**

* Communicating the purpose of the Discharge Support Service and explaining the social and practical community support options available to patients transitioning from hospital to home.
* Collecting patient referrals from ward staff.
* Informing staff of newly introduced support services for patients.
* Currently training to become responsible for: patient referrals; communication with discharged patients; and assessment of support requirements.
* Proactively taking opportunities to improve my skills, such as Mental Health First Aid training.

**Administrative Assistant**

* Confident use of Microsoft Office including mail merge, comparing and merging documents, formatting and editing spreadsheets.
* Assisted with digitisation of office files and organisation of documents.
* Telephoning volunteers to check in on wellbeing and to request information.

**Staff Health and Wellbeing**

* Communicated health and safety and infection control measures.
* Conveyed urgent communications about visitor restrictions and hygiene.
* Organised and coordinated distribution of refreshments to departments whilst considering dietary needs.
* Distribution of food parcels for staff to take home.
* Organised, designated, and distributed scrubs.
* Demonstrated flexibility and adaptability in completing a wide variety of different tasks.
* Worked well under pressure in an unpredictable situation.

**Welcomer Volunteer**

* Guided patients around the extensive hospital and redirected them calmly in the event of incidents.
* Maintained friendly and welcoming demeanour.
* Treated distressed patients and visitors sensitively.

# EMPLOYMENT HISTORY (continued)

## John Lewis Nov–dec 2016, OCT 2018 – sep 2019

**Operations Partner, Selling Partner**

* Responded to branch need by working across many departments.
* Took responsibility for training and assisting new colleagues.
* Resolved complaints effectively.
* Used initiative when asked for gift and fashion advice.
* Improved the level of customer service through effective prioritisation.
* Followed health and safety guidelines when handling heavy objects.
* Processed orders, transactions and returns with online and POS systems.

## The Antelope Jul – Sep 2016

**Bar Staff**

* Provided welcoming environment for patrons and handled transactions efficiently.
* Learnt the ever-changing menu to provide recommendations.
* Worked exceptionally busy beer festival shifts with temporary staff.
* Monitored stock levels and scheduled restocking.

## Thomson Reuters Aug 2014

* Learnt about Thomson Reuters’ Eikon software, its features and the role it plays in finance industry, for example through sentiment analysis.

# Programming skills

**Web Development**

* Code First Girls’: Level 1 Web Development Course (2016) (HTML, CSS, Git, JavaScript, GitHub collaboration, JQuery). Created a website, pushed it online and then presented it to the class.
* Currently creating my own website at www.natashahoward.co.uk.

**R**

* Used R to program statistical analysis throughout my time at university.

**Python**

* Code First Girls’: Level 2 Introduction to Python Course (2019-2020). Completed nine sessions alongside independent learning, culminating in producing and presenting a ‘Top Trumps’ style program.
* Subsequently have developed Python skills further through adding additional features to my project.
* Planning to work on programming my Raspberry Pi to add to a smart home set up.

# Additional Information

* Based in South West London.
* Full, clean driving licence.

# iNTERESTS

* Staying active, particularly cycling, kayaking and ultimate frisbee.
* Enjoy participating in performing arts and am a member of a small choir.