



[Redacted Name]

[Redacted Address Line 1]

Madrid

[Redacted Address Line 2]

[Redacted Phone Number]

DOB: 09/06/1994

SKILLS AND PROFICIENCIES

- Proven track record in establishing and nurturing relationships within a complex and multicultural organisational structure, exercising influence and impact across various departments
- Exceptional analytical aptitude, proficient in conducting thorough analyses, interpreting data, and providing valuable insights to key stakeholders regarding potential solutions
- Exemplifying strong teamwork abilities and effective communication skills
- Demonstrating diligent work ethic and excelling in high-pressure, time-sensitive environments
- Highly efficient in Microsoft Office Suite programmes and other administrative operators such as Google Suite
- Native English speaker with a B2 in Spanish

REFERENCES

[Redacted Reference 1]
[Redacted Reference 2]
[Redacted Reference 3]
[Redacted Reference 4]

WORK EXPERIENCE

Department Lead: Head of English

King's College La Moraleja, Madrid (September 2019 - Present)

- Manager to a large team of staff, responsible for their learning and development by effectively managing a wide range of continuous projects
- Analysing data, identifying areas for improvement and creating effective programmes with proven results and delivering this information to executive stakeholders
- Created and implemented efficient systems which increased productivity and outcomes whilst supporting staff workload and wellbeing
- Being an engaged member of a multicultural and diverse team

Business Owner

Personal and portable bar (July 2018 - February 2020)

- Created a business based on market opportunity for portable bars in Devon, UK
- Managed budgets, salaries and training for a team of staff
- Consistently meeting with new clients, investors and consumers with an approachable but professional personality

Department Lead

Silverton CofE Primary School (September 2017 - August 2019)

- Managed budgets for the department and built relationships with outside agencies

Primary School Teacher

Cranbrook Educational Centre (September 2016 - August 2017)

- created and implemented an intervention programme which improved results from a projected 45% pass rate to 89% final pass rate. This programme was adopted by other schools in the group

ACI Group

International Sales and Marketing Company (Summer internship 2013)

- administrative support with data collection and analysis

EDUCATIONAL BACKGROUND

BEd Primary Education (Specialism in PE)

Plymouth University 2013-2016

2:1 with honours

A Levels (PE, Classics and Biology)

Dr Challoner's High School

A, B, B

GCSE's (10 in total)

Dr Challoner's High School

3 A's, 5 B's, 2 C's