

JACOB GIBSON

Human resource management master student

PERSONAL STATEMENT

I am a human resources enthusiast and love to improve the whole organisation's performance by taking it to the next level with what we do in HR every day. The world of talent development, change management, and application process organisation especially thrill me. I would love to share this passion as part of your team in the future.

E-mail

gibson.jacob.f@gmail.com

Mobile

07990 277388

Address

*65 Ednaston Rd
Nottingham
NG7 2JF*

EDUCATION

2:1 MSc Human Resource Management

Nottingham Trent University — *2020 - 2021*

Key skills gained:

- Managing employee relations and engagement in case studies
- Learning and talent development in organisations
- Managing change within the organisation
- Gaining practical experience in a human resources consultancy experience project
- Analysing HR strategies in an international context

2:1 BA (Hons) Business Management and Human Resources

Nottingham Trent University — *2016 - 2020*

Notable modules: Researching People and Organisations, Strategic Human Resource Management, Employment and Enterprise, Corporate Governance and Risk Management

Tapton Secondary School

— *2014 - 2016*

A-level passes in three subjects: Business Studies (A), Maths (B) and English Literature (B)

Tapton Secondary School

— *2009 - 2014*

11 GCSEs, grade A*-C including Maths and English

SKILLS

Microsoft Office 


Manatal 

SuccessFactors 

Python and R 

LANGUAGES

English 

French 

HOBBIES

*Volleyball, design, outdoors and
hiking, music and concerts, reading*

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WORK EXPERIENCE

Placement year in human resources division

ASOS - Online fashion retailer, London — 2018 - 2019

- Acting as first point of employee contact for queries like holiday requests, pay, policy guidance, etc.
- Preparing and implementing new starter induction processes, supporting candidates before and during the process
- Screening of applicants and supporting during on-site and phone interviews
- Running trainings / workshops for talent development
- Running assessment days and recruiting events

3-month summer human resources internship

Drivy - Carsharing app provider, London — 2017

- Dealing with employee requests, issues, and advice
- Organising and running employee trainings
- Screening of applicants and supporting during application process
- Preparing new employee contracts and HR documents
- Compiling and updating employee records and documentation

ADDITIONAL EXPERIENCE

Online courses

- How to Manage a Remote Team (on coursera.org)
- Diversity and Inclusion in the Workplace (on coursera.org)
- Python for Data Science (on edX.org)

Youth club volunteer

M8S Youth Club, Nottingham — 2017 - today

Helping children with learning disabilities and supporting them in activities such as indoor and outdoor games, cooking, reading, and on outings like hiking trips, bowling or canoeing

REFERENCES

References will be provided upon request