

# JOE BLOGGS

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## EDUCATION

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<b>University of Bristol</b>	BSc Honours: Economics with Maths (First)	<b>2006 – 2009</b>
<b>St. Phillip's Sixth Form</b>	A-Level: Biology (A), Chemistry (A), Maths (B)	<b>2004 – 2006</b>
	AS-Level: Psychology (B), General Studies (A)	<b>2004 – 2005</b>
<b>Bishop High School</b>	GCSE: 3 A*s, 5 As, 4 Bs	<b>2002 – 2004</b>

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## WORK EXPERIENCE

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**Ernst & Young | Intern** **Jul 2008 – Sep 2008**

- Responsible for analysing client data and presenting findings to senior staff
- Identified growth opportunities for businesses and suggested improvements during client meetings
- Simplified report template by identifying key themes used in appraisals by audit managers

**Financial Times | Intern** **Apr 2007 – May 2007**

- Worked with a team of five interns for two weeks to manage, research and write reports on emerging markets with particular focus on India and China
- Nominated by team members to project lead resulting in strong team cohesion and successful final reports

**John Lewis | Sales Assistant** **Sep 2006 – Aug 2008**

- Progressed rapidly from Sales Assistant to Customer Service Manager in the space of just one year
  - Responsible for managing a team of 20 staff in a busy department at Bristol branch
  - Presenting weekly performance and sales figures to the branch's Senior Execs and Managing Director
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## PERSONAL DEVELOPMENT

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**Professional Link | Corporate Relations Officer** **Jul 2007 – Mar 2008**

- Co-founded a career-focused student society for over 500 members within four months
- Managed corporate relations with Accountancy, Management Consultancy and Investment Banking Firms and organised interactive career talks for over 350 students

**Dean's Award for Excellence** **Jul 2009**

- Was awarded with the Dean's Award for Excellence when graduating for achieving consistently high marks across my degree

**Channel Youth | Volunteer** **Aug 2009 – Sep 2009**

- Organised within eight weeks a charity dinner attended by over 250 people to fundraise £2,500 in just one night
  - Some of this money was used to fund a volunteering trip to India to teach English & maths
  - Worked closely with young children (aged 11 and under) to promote personal development and sports
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## SKILLS AND INTERESTS

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**MS Office** Proficient use of Word (Advanced), PowerPoint (Advanced) & Excel (Intermediate)

**Languages** Basic: Spanish, Italian (self-taught) and French

**Sports** Football (Level 1 National Coach; Senior Sports Leader Qualification)

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References available on request