## Name

22 Any Street Anytown Anywhere YO1 5ZE Tel: 01904 123456

Email: email@york.ac.uk

#### **EDUCATION AND QUALIFICATIONS**

### 2017 - 2020 BSc in Chemistry (2:1), University of York

Comprehensive introduction to the core aspects of chemistry, whilst also allowing for advanced study of specialist areas. Main subjects studied:

- Organic and inorganic chemistry
- Molecular structure and spectrographic techniques
- Structure and bonding in atoms and molecules
- Solid state and surface chemistry
- Management in industry
- The natural environment
- Quantum Chemistry

Research project: The synthesis of 2-alkyl-3-hydroxy long-chain acids and their 6-0-glucose esters.

**Technical skills:** Range of analytical techniques such as IR, UV and NMR.

**Transferable skills:** Presentation and communication skills through regular group projects, group lab work and presentations to large groups; problem solving and analytical skills; time management skills by balancing studies with part-time work and volunteering.

#### 2015 - 2017 Sixth Form College, Endridge Academy

A Levels: Maths (A), Chemistry (A), Physics (B) AS Level: Music (B)

#### 2010 - 2015 Endridge Academy

GCSEs: 10 at grades A\* - B including English and German

#### **WORK EXPERIENCE**

#### 2018-2020 - Student Ambassador, University of York

- Led prospective students and parents on tours of the university campus, providing information about the university and the local area and answering questions.
- Developed public speaking skills, including presenting to groups of more than 50 students and parents, and ability to use initiative to answer difficult questions.

#### 2019 (Jul-Sep) Laboratory Technician, TechStart

- Prepared soil and water samples for analysis and developed expertise in a wide range of analytical techniques.
- Completed relevant documentation accurately and quickly, demonstrating high attention to detail.

#### 2017-2019 (Vacations) Retail Assistant, Superdrug

- Vacation work in a busy, customer service role.
- Progressed from checkout and stock replenishment to office administration, cash handling and dealing with customer enquiries and complaints.
- Trained and supported 10 new members of staff.

#### 2017-2019 Data Processing Assistant, Entep Engineering

- Created procedures and documentation to support implementation of new stock management system
- Trained 15 colleagues in the new system

## 2019 (Jul-Sep) HIV/AIDS coordinator, South Africa

- Taught English and AIDS awareness to a group of 30 children in a South African township school.
- Required the ability to explain difficult concepts, persuasion and negotiation skills, and an ability to get along with people from different backgrounds and cultures.

#### 2018-2019 Environment Representative, University of York

- Represented Langwith College at the University's Environment Council.
- Publicised and debated issues through campaigns in order to encourage campus development to be sustainable and eco-friendly.
- Motivated college residents to recycle and conserve energy.

IT SKILLS			

Microsoft Word, Excel and Access; Unix; C++ and Java

# INTERESTS AND ACTIVITIES

Regular tennis and football player in university sport teams, demonstrating leadership and teamworking skills.

#### ADDITIONAL INFORMATION

- Member of the Royal Society of Chemistry
- Clean driving licence
- First Aid certificate