

ROBERT RADEV

Personal

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Interests

- Singing
- Acting
- Cycling
- Socialising
- New Projects
- Museums

Skills

Project Management	● ● ● ● ●
Problem Solving	● ● ● ● ●
Team Leadership	● ● ● ● ●
Project Coordination	● ● ● ● ●
Commercial Awareness	● ● ● ● ●
Negotiation and Persuasion	● ● ● ● ●
Perseverance and Motivation	● ● ● ● ●
Communication	● ● ● ● ●
Reliability	● ● ● ● ●
Confidence	● ● ● ● ●
Team Player	● ● ● ● ●
Microsoft Word	● ● ● ● ●

Languages

English	● ● ● ● ●
Bulgarian	● ● ● ● ●

Profile Biography

A bilingual, hardworking, problem-solving, reliable and ambitious International Business and Finance student with excellent interpersonal skills. I pay great attention to detail and am a keen learner when in uncharted territories.

I have project management experience and work very well with people and coordinating tasks. I am involved with TEDxGlasgowCaledonianUniversity, two successful university societies, and a Leadership Course Trainer at the GCU Students' Association.

Education and Qualifications

BA (Hons) International Business & Finance Sep 2017 - Jun 2021
[Glasgow Caledonian University, Glasgow](#)

+ 3rd year student, currently focusing on modules such as International Business Strategy, Management Accounting and Social Entrepreneurship.

LLB Law (Years 1 and 2) Sep 2012 - May 2014
[Coventry University, Coventry](#)

I decided to change my study path after my second year, for I wanted to work in a more dynamic, business environment.

High School Diploma Sep 2007 - May 2012
[Grammar High School "St. St. Cyril and Methodius", Plovdiv](#)

Work experience

Project Manager Nov 2018 - Present
[TEDxGlasgowCaledonianUniversity, Glasgow](#)

+ By using my team leadership and coordination skills, I achieved our project objectives to create a platform for people to share their ideas, create brand awareness within the community of Glasgow, within given restrictions such as scope, quality, time and budgeting of the conference.

+ Overseeing different work divisions, making adjustments and managing workflows to maintain and exceed our objectives. Monitoring and macro-managing an overall team of 35+ people within divisions such as Operations, Marketing, Branding, Finance and Partnerships, Communications and PR, Video (Pre-, During-, Post-Production) using task delegation rules and assessing results on a week-to-week basis.

+ First Licence Holder and Project Manager of the 2019 TEDx conference for Glasgow Caledonian University, titled "Unfolding Good Together"

+ Project documentation kept in form to follow the development of the project.

+ To optimise the allocation of necessary inputs and apply them to meet pre-defined objectives for the event.

+ Influence all decisions made to people involved in the project.

Brand Ambassador Jan 2019 - Dec 2019
[Project Set, Glasgow](#)

+ Proactively promoting the services of a student projects company through a series of online and on-campus communications, thus developing my project coordination skills.

+ Organising career evenings, involved with social media, and using my communications skills to bridge connections between the company and my university's career service.

Events Assistant Jul 2018 - Aug 2018
[Glasgow European Championships 2018, Glasgow](#)

+ In charge of the Venue Operations Centre during Championships time, and in particular – for the Mountain Bike Championship in Cathkin Braes.

+ Coordinating the information between divisions to ensure an up-to-date environment.

+ Working as an on-site event management assistant for the overall smooth workflow on the day of the championship.

Reservations Coordinator

Mar 2017 - Jul 2017

[G1 Group PLC, Glasgow](#)

- + Administrative assistance for all enquiries, through phone call, enquiry system and email
- + Upselling and cross-selling, Deposit handling, Collation of company data, Reception Duties, Reporting, Complaint handling, Telephone Audits
- + Working as part of a team to deliver excellent levels of customer service and well-planned functions; Achieving and surpassing targets set by management
- + Any ad hoc duties as requires

Bar and Floor Staff

Mar 2015 - Mar 2020

[G1 Group PLC, Glasgow](#)

- + In-house trained to be able to run and maintain the bar and floor work
- + Adaptability to sudden changes and situations
- + Thorough knowledge of Scottish Licensing
- + Work in a tidy and efficient manner
- + Team leader
- + Ad-hoc responsibilities where required

Sales Associate

Oct 2014 - Dec 2014

[GAP Inc., Glasgow](#)

- + Customer management, sales, till handling.

References

References available on request.

Courses

3-Day Leadership Course

Jan 2019

[Common Purpose](#)

- + Designed a problem-resolution plan for a community house with its issue in retaining the number of applicants after their initial sign-up.

Modern Methods of Thinking

Sep 2011 - May 2012

[Modern Academy of Arts "Syndicate"](#)

- + Developing different projects for problem resolution.
- + Brainstorming; Considering all factors; Views of the others; Facts and opinion; Investigation and results

Volunteering

2019-2021: Course Representative for the International Business and Finance course

2018-2019: President of the GCU Business Society

2018-2019: President of the GCU Bulgarian Society

2018-2019: Student Leaders Trainers for the GCU Student Leaders Programme

2018: EPAS Re-Accreditation of the GCU's Business Programme Courses

2018: Volunteer member of TEDxGlasgow

2017-2018: Member of Enactus GCU

2012-2014: Course Representative for the LLB Law Course

2009-2011: Volunteer at the National Alliance for Volunteer Action