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|  |  | |  | | --- | | **Undergraduate Student** | |
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**Carelle Toukam**

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| **Email** | Carelle1@hotmail.co.uk | | |
| **Number** | 07407428655 | | |
| **School/ College** | St Michaels Bermondsey/ St Thomas Apostle College | | |
| **University** | Loughborough University | | |
| **Current Course** | Engineering Management | **Graduation:** 2022 | **Predicted:** 2:1 |

**Higher Qualifications**

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| **Qualification** | **Subject** | **Grade** |
| A Level | Mathematics | A |
| A Level | Economics | B |
| A Level | Physics | C |
| AS Level | Cambridge Global perspective Pre-U | Merit |

**GCSE/ Ordinary Level Qualifications**

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| Mathematics A\*, French A\*, Geography A, Music A, Religious Studies A, Citizenship Studies A, English A, English Literature B, Design & Technology B, Science A, Additional Science A, Further Additional Science B, Chinese (Mandarin) 4 |

**IT Skills**

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| **Microsoft Office:** I have used word in numerous projects to write reports, design posters and present essays. PowerPoint has been useful in letting me make posters, presentations and edit for covers. I have used excel in numerous occasions, for tracking inventory, budgeting, charting, calculating, CRM and evening planning  **Solid work:** I have used Solid works to model designs and use simulation tools  **NX 11.0:** I have created a carrier base, a floating pad used underground nutrition and nuts and bolts necessary for the assembly of parts  **MATLAB:** I have used MATLAB for complex calculations and for the coherent expression of mathematical notations. |

**Additional Skills and Achievements**

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| I have displayed team working, leadership, problem solving, communication, organisation and presentations skills. An example of when I have put this into practice is in a project where we had to construct a manoeuvring crane with in a group of 6. I took charge in completing the presentation and managing the progress of the group report aswell as contributing my mathematical knowledge to the design of the crane. In this project I had to use the lathe and milling machine. In another project, we had to manufacture a working trebuchet whilst in groups of 5 with a limited amount of time. In this project I took charge and became team leader, therefore I had to make sure that the team was organised and efficient aswell as making sure we used our skills to manufacture the best trebuchet we could to our ability. In this project I used the drilling machine. I am First Aid trained as of the second of October 2019. I am fluent in writing and speaking French and English. |

**Positions of responsibility**

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| I am currently mentoring GCSE and A level students in mathematics. As a part of my National Citizenship Service (NCS) I was nominated as charity and campaign director and I was in charge of budgeting and marketing our idea. |

**Work Experience/ Employment History**

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| **Falcon Support services (October 2019- present)**  I work with young people, coordinating, organizing, and planning programs and social activities targeted toward their personal, educational, behavioural, developmental, psychological, and emotional growth ensuring services are user led. In my position I assist in developing a good rapport and communication with all including those who have challenging behaviour and/or special educational needs. Ensuring all young people have their needs identified and support provided as required. I am responsible for keeping accurate records, paperwork and fulfill the reporting requirements in line with funding requirements.  **Echo’s nightclub (Jan 2019 – November 2019)**  *Overview:* Bar staff providing support for those in need and maintaining stock, in Loughborough  *Key Responsibilities:* Providing consistent and accurate merchandise and beverages to numerous customers under constant pressure. Use of preparation and organisational skills ensure a smooth service and a presentable bar. Advertisement and marketing of available services and events at club location. Team work, till working, money handling and bar management skills were required  **Beazley Insurance company (Jul 2018 – Sept 2018)**  *Overview:* Part of the company secretariat department at an insurance company  *Key Responsibilities:* Define daily targets for secretarial department within assigned topic. Manage and organise portfolio of branched companies and contracted companies whilst simplifying the complexity in their structures. Engage in meetings with senior management and board directors and provide written accounts of objectives, future aims and possible solutions in documented form.  **Sydenham afterschool (Aug 2016 – Apr 2017)**  *Overview:* Mathematics and science tutor to classes of 20 students ranging in ages from 7 to 17 years old. Classes varied in students everyday  *Key Responsibilities:* Consistent assessment of student abilities, whilst keeping a record of improvements and struggles. Maintenance of payment log and student attendance in database as well regular meetings with parents to keep them up to date on their child’s progress |

**Career Statement**

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| I want to do a placement because I believe that the role will build up my character and help me to enhance and develop new skills necessary in the working environment. I value learning from others and in different environments so that I can grow in employability and mature as an individual. I hope to meet new people and learn new things from other people’s experiences and expertise as well as increase networking potential. In the short term, this opportunity will help me tailor my career goals and industry choice. In the medium term, the experience gained will be engraved in me and used in whichever industry I find myself in. I hope to bring an enthusiastic and uplifting character to the company I work with as an individual happy to learn and develop with their help. |

**Hobbies and Interests**

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| I have an interest in singing and playing the piano and I have also completed my Grade 3 in saxophone. In my spare time, I enjoy reading books that are motivating and uplifting and hanging out with friends. I am an active participator in the Afro-Caribbean society. I enjoy writing spoken word and have participated in spoken word competitions previously. Since starting university, I have gained an interest in getting healthy and fit by attending the gym and regular boxing classes. |