

# **Amanda Baillie**

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## **Personal Statement**

I am an energetic and personable university student looking for a summer placement or work shadowing opportunity to help broaden and deepen my general work experience, as well as help me to decide on a future career.

## **Work Experience**

### **Waitrose (Wokingham, Berkshire)**

May 2017 – February 2018

Food Service/Waitress

Responsibilities:

- Serving customers quickly, for bakery goods, hot drinks, and meals
- Clearing up and cleaning crockery and cutlery
- Tidying and cleaning a section of the supermarket

Experience Gained:

- Time management
- Customer service

### **Flair Events (various locations)**

November 2016 – December 2016

Waitress

Responsibilities:

- Serving meals at high-end dining and entertainment events of varying sizes (60 to 120 people)
- Working as part of a team to manage clear-up

Experience Gained:

- Coordinating with others in highly intensive work
- Customer service

### **Cherrywood Community Primary School (Farnborough, Hampshire)**

November 2016 – February 2017

Volunteer Teaching Assistant

Responsibilities:

- Helping children with English and Maths skills
- Coordinating with adults

Experience Gained:

- Effective communication
- Problem solving

## **Education**

Bachelor of Engineering – September 2018 – Graduating June 2021

Loughborough University

Bioengineering

A Levels – September 2016 – June 2018

The Sixth Form College Farnborough

Farnborough, Hampshire  
A\* in Maths, B in Physics & A in Graphic Design

GCSEs – September 2011 – June 2016

Luckley House School

Wokingham, Berkshire

9 A\*s and 3 As (Maths, English Language, English Literature, Latin, Business Studies, Biology, Chemistry, Physics, Spanish, Geography, Textiles, RE)

### **Other Qualifications and Certifications**

Disclosure and Barring Service (DBS Check) – Fully clear – October 2018

### **References**

Available on request