**Puneet Bhoot**

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Mobile: 07708 709592

An Economics student with a natural aptitude for Mathematical and Statistical analysis. Has demonstrated an ability to show initiative, take responsibility and meet tight deadlines whilst maintaining a high work standard having balanced numerous extra curricular activities alongside studies.

**Key Skills**

**Team Player**

* Whilst at Jimmy Spices restaurant liaised with other colleagues to ensure effective and smooth operations in a fast paced environment whilst supporting other staff members with their work commitments if in need by completing extra tasks.
* Successfully completed Duke of Edinburgh gold expedition with 6 others in which I personally ensured every individual was motivated as well as listening to and assisting with any concerns.

**Dedicated and Driven**

* Played the piano since the age of 9 and have achieved a grade 6 through strict time management, regular practise and resilience.

**Leadership**

* Managed multiple economics team projects and delegated roles to group members in order to produce presentations and reports by conducting research and analysis of economic data.
* Strategically led a team of 9 during a fundraising project for Rainbows Hospice by organising committee meetings, ensuring effective communication by encouraging individuals to voice ideas and concerns and swiftly dealing with unexpected challenges successfully raising £1,500.

**Effective Communication**

* Worked well with customers during NatWest placement by being attentive and listening to needs and communicating the appropriate help. This involved utilising my ability to speak Punjabi and Hindi to translate and assist the interaction between customers and senior bankers and managers.
* Strong verbal and written communication evident through production of academic literature and reports as well as developing confidence from regularly delivering presentations to large groups including lecturers and fellow students.

**Education**

**The University of Sheffield 2018-PRESENT**

Bsc Economics (Predicted: First)

* Core modules: Mathematical Methods for Economics (83%), Statistical Methods for Economics (84%), Economic Analysis and Policy (79%), Classical and Contemporary thinkers in Economics (70%).
* Proficient in Excel; through Statistical Methods for Economics: Intro to Excel classes hence enhancing my data analysis capabilities.

**The Beauchamp College 2014-2018**

* **A Levels:** Geography (A), Mathematics (B), Biology (B)
* **GCSE’S:** 6 A\*s, 4As, 1B including Mathematics and English Language

**Work Experience**

**NatWest, AUGUST 2017**

*121a East Park Road, LE5 4NY, Leicester*

* Assisting customers with daily banking transactions
* Developed relationships with customers and engaged with them in order to gain information on how to boost customer experience which was fed back to staff through a presentation
* Researched and worked within a team to develop strategies on how to increase usage and participation in online banking for elderly members of the community.

**Jimmy Spices JULY- SEPT 2018**

*Broad Street, B1 2DS, Birmingham*

* Worked closely with other staff to provide excellent customer service to make sure orders were correct and served efficiently
* Illustrated a strong ability to multitask whilst having strong verbal communication with both customers and staff.
* Delegated roles and responsibilities in the absence of the manager to ensure operations were running smoothly by supervising other staff and ensuring hygiene standards were being met.

**Additional skills and interests**

**Languages:** English, Punjabi, Hindi (Fluent), Spanish (Intermediate)

**Full Clean UK Driving License**

**IT:** Proficient use of Microsoft Office, PowerPoint and Excel

References available upon request