
Paul Jones

Address Line 1
Address Line 2
London, Post Code.

Telephone: 0207 123456. Mobile: 07859 123456. Email: pauljones123@email.com

MATHEMATICS GRADUATE TO FINANCIAL SECTOR

♦ Leadership - Financial Controls - Account Management (Retail) ♦

A determined individual with developed skills in writing, presentations, meeting deadlines, working in teams and research projects. Excellent organisation and communication skills with the ability to analyse problems, find solutions and implement new systems and procedures. Now looking to make a significant contribution within an entry level graduate position and starting a challenging career in the financial sector.

AREAS OF EXPERTISE

- Financial controls
- Tutor / Teacher / Coach
- Team working
- Budgeting
- Training design and development
- Computer literacy
- Administration
- Customer service
- Stock control
- Identifying customer needs
- Salesmanship
- Presentations

PROFESSIONAL DEVELOPMENT / AFFILIATION

MSc.	Financial Mathematics, King's College London (current)	Sep 2006
BSc. (Hons)	Mathematics, University of North London (2:1)	1999 - 03
City & Guilds 7407	Teaching in Further Education (stage 1)	2003 - 04
Taught Numeracy	as part of my C&G. Placement for 3 months	2004
Various I.T. certificates	Association of Computer Professionals (UK)	1990
AMIMA	Associate Member of the Institute of Mathematics	2002 - present
LASEORS	Student Member of the Operational Research Society	2002 - present

PROFESSIONAL EXPERIENCE AND SIGNIFICANT ACHIEVEMENTS

MOBILE (CONCESSIONS) MANAGER (PART TIME) **Dec 02 - Present**

Write Company A Here, London. (concession stores)

Responsible for selling Calvin Klein fragrances in major London stores including Harrods, Selfridges, John Lewis, House of Fraser and Debenhams. Sourcing new and developing existing business as well as working relationships with existing customers. Reporting to the Area Manager.

- Consistently exceeded agreed target (+27%), despite a strong, local competition.
- Effective interaction at all levels of the organization. Presentations to board level.
- Met all sales targets within strict budgeted parameters.
- Organised staff rotas in all stores.
- Ability to work under massive seasonal demands especially in December.
- Promoted from Account Manager (House of Fraser, Oxford Street).

STUDENT WARDEN (WELFARE AND ADMINISTRATION) **Sep 00 - Aug 02**

University, Hall of Residence

Responsible for assisting the University with the pastoral care of student residents in the Hall of Residence. In charge of the welfare of 237 students for two nights a week. On call from 5 p.m. to 8 a.m. in which time students could approach me to talk in confidence about various issues.

- Assisted the Hall with disciplinary matters and administration.
 - Provided a calm but authoritative out-of-hours response to emergencies and taking appropriate actions.
 - Leadership, counselling, skills, customer care skills, equal opportunities and diversity skills gained.
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PROFESSIONAL EXPERIENCE AND ACHIEVEMENTS (CONTINUED)

SALES ADVISOR

Nov 91 - Aug 00

Write Company B Here

Responsible for providing travel arrangements for corporate businessmen and domestic customers. Forming professional working relationships with other companies, handling large groups of travellers. Calculating fares and issued air tickets for customers.

- Developed new business throughout the area and a significant client list.
- Represented the company at the Annual World Travel Fair at Earl's Court - coping with many varied deadlines at any one time.

STOCK CONTROL CLERK

Nov 90 - Nov 91

Write Company C Here, Mauritius

- Checked incoming stock, assisted with preparations for audits, invoicing.
- Gained knowledge of stores accounting and bookkeeping procedures.

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VARIOUS COURSES / MODULES: (commensurate with key skills and experience)

Applied Probability and Stochastics, Financial Markets, Risk Neutral Valuation, Distribution Theory, Interest Rate and Foreign Exchange Dynamics, Exotic Derivatives, Credit Risk Management, Numerical and Computational Methods in Finance. Data Handling and Data Modelling, Essential Mathematics 1, 2 and 3, Information Technology Applications, Introduction to Programming, Algebra, Foundation of Statistics, Spreadsheets for Decision Making, Teaching and Learning of Mathematics and Statistics, Statistical Modelling, Survey Methods, Statistical Methods and Practice, Forecasting, Differential Equations, Investigative Mathematics and Computer Algebra, Spreadsheets and Business Modelling, Optimisation, Mathematical Modelling, Project Preparation and Development, Computer Simulation, Advanced Operational Research Techniques, Real and Complex Variable 1 and Quality Management.

Additional Training: Vigilaris Fire Safety Training, Appointed First Aid Life Saving, SPIN Sales Selling Skills, Successful Selling Course, IATA-UFTAA Advanced Professional Training Course, registered with the IATA-UFTAA Training Unit in Geneva as an International Travel Consultant. IATA-UFTAA Diploma Travel Agents' Training.

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Interests and Pastimes: Football, Swimming, Skydiving, Keeping fit.
Driving: Full, clean licence.
Languages: Fluent: French and English.
Born: 1969.

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