**GEORGIE**



*Email:* [*georgie-393348@2freemail.com*](mailto:georgie-393348@2freemail.com)

*Full UK driving license - Own Car*

***Education and qualifications***

*2016-2019*

***Manchester School of Art,***

***Manchester Metropolitan University***

*BA(Hons) Interior Design (2:1)*

*2014-2016-*

***Congleton High Sixth Form College***

*A-levels :*

*Product Design (B),*

*Business studies (B),*

*Law (D)*

*2009-2014*

***Congleton High School***

*9 GCSE’s (A-C):*

*Maths, English*

*Science*

*Product Design*

*Art and Design*

*Extended Project (Interior architecture)*

*History*

*Spanish*

*Religious studies*

***Additional skills and achievements***

***Relevant Skills :***

*Experienced in using Adobe packages Confident in Microsoft office packages Experienced in social media content and analysis*

*Developing in Vectorworks* ***Recognition :***

*Student of the term Business Studies ( A level )*

*Student of the term Law ( A level ) Student of the term Product Design ( A level )*

*Picked for Macclesfield Dressage team (2015 & 2016)*

***Profile***

*I am ambitious and driven with a creative mindset. I am a personable individual, experienced in working with people and clients. I have graduated from my third year of University, looking for a role to develop my skills and experience. I thrive when creating new concepts to solving problems, as well as being able to come up with carefully considered ideas. I enjoy experiencing travel and cultures and I have visited most continental European destinations, the US and most recently spent time in Asia traveling across The Philippines, Thailand and Vietnam. I spent time with a local family in Vietnam which I particularly enjoyed, immersing myself in local culture.*

***Work experience***

*2018-Current*

***Genetics Customer Experience, Manchester***

*Dealing with clients globally from the point of sale to processing and updating the client as to their order status. This role has allowed me to be able to gain client liaison skills to ensure that clients are receiving a world class service from a global company, at all times. By having to contact laboratories and ensure that orders are meeting the timescale required, has enhanced my time management skills and given me a great exposure to working to deadlines. This role has also taught me how to manage client expectations and deal with customers when there are unexpected delays.*

*2017-2018*

***Weekend Manager/Social Media Lead (UK), Knutsford***

*Gaining a promotion from clinic assistant to weekend Manager gave me the opportunity to undertake more responsibility within the business. The role consists of working with and managing a medical team to ensure that all protocols are followed, giving the customer a stress-free experience, whilst ensuring the business is fully protected at all times. I was also given the responsibility of creating and posting all social media posts for UK flagship locations. I work closely with a design team based in the US and help format/create the required material. This has developed my IT and social media feed/ content skills and my analytical business response skills as I analyse previous posts and traffic data to develop an in-tune content for future posting.*

*2017*

***Group Work , Unit X, Manchester***

*Collaborative working was a great way to experience how you would work within industry. We created an exhibition responding to the brief of paper towns. Working in a group of 6 meant that we could each use our personal strengths to create our final exhibition. Delegating roles to each person meant that we could be time efficient to ensure we could finish all work for the given time line.*

*2015- 2016*

***Clinic Assistant, REVIV, Knutsford***

*As front of house I was the first point of call to all clients, advising them on the best treatments to have after listening to their personal needs. This role gave me the chance to gain good interaction and customer service skills, enhancing my confidence levels. Working in a medical environment meant following strict guidelines and protocols.*

*2014*

***Assistant, Arighi Bianchi, Macclesfield***

*This role was a two-week voluntary internship, in which I assisted the interiors department. From the role I was able to work with clients, giving me experience of live customer interaction. The focus was to be understanding of the needs and desires of a wide range design requirements, being able to adapt skills to give the customer a good experience, presenting selected options professionally.*

