

# Robin Banks

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## Skills Profile/Objective:

I consider myself to be a highly adaptable self-starter and resourceful individual who has strong people, communication, team building and problem solving skills. I have excellent organisational skills with unquestionable drive, motivation, determination and commitment to succeed.

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My objective is to secure a position within Marketing. I have decided univeristy is not the move for me and instead I am relentlessly persuing a position in Marketing. I decided to spend my summer holidays investing in marketing work experience which confirmed my ambition to build a career in this industry.

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## Key achievements:

- Competent in using Microsoft Word, Excel and PowerPoint.
  - Represented the college football academy
  - Member of the students union.
  - FA Level One Coaching Qualification.
  - Running after school clubs.
  - Gained relivant work experince this summer as a marketing asistant.
  - Customer Service role in the Retail Sector.
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## Employment Experience:

### **ABC Express Ltd**

**Dates:** Summer Placement (July 2010 – August 2010)

During my time with ABC Express, I worked in the Marketing Departments. £20m Turnover

#### Marketing Department:

- Working directly for the Commercial Director assisting in the creation of a new marketing brochure for the Company. This involved obtaining information from other employees, photographs and technical specifications.
- Working with a Sales Manager dealing with a customer on a new product launch using my communication and listening skills of the actual requirements of the customer. Also reviewing an innovative product development of a new product for a rapidly growing customer.
- Working with the Commercial Director I developed a customer trend analysis report which reviewed customer trends by product and by market. This highlighted some underlying trends in the domestic residential markets, which could then be linked to the building regulation changes allowing the business to the react accordingly.



# Milky Coffee Company

**Dates:** November 2009 – July 2010

I worked for Milky café as a Barista. This job had a wide variety of tasks and responsibility from making the produce and clearing tables to operating tills and handling cash. This job allowed me to develop my communication and people skills in a customer service environment.

# Ian Howard Soccer School

**Dates:** November 2009 – July 2010

**Job title:** Coach – I was responsible for running after school clubs on a weekly basis. This involved collecting and recording the money received from each session, creating a session plan and most importantly looking out for the welfare of my pupils to ensure they were safe at all times. To do this job effectively you need to be confident, organised and have strong communication skills.

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## Education:

### **New College Swindon** (Sep 2005- July 2007)

#### **A-levels Predicted**

- Business Studies - **B**
- Economics - **B**
- Sport and Exercise Sciences - **C**

### **Bradon Forest Secondary School** (Sep 2000-July 2005)

#### **Relevant GCSE's achieved**

- Business Studies - **A**
  - Business Information Systems - **A\***
  - Maths - **B**
  - English - **C**
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## References:

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