

# Mary Jones

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A recent Mathematics graduate with the ability to produce work accurately and to a high standard, excellent verbal and written communication skills and ability to relate to a wide range of people, as proven by my varied work experiences in retail, hospitality and an actuarial industry placement.

## EDUCATION

2008-2011 Swansea University

### **BSc Mathematics**

- Gained a strong understanding of the major fields of mathematics including probability, statistics, pure and financial mathematics.
- Used mathematical modelling and problem solving skills, along with MATLAB and R software packages, to assimilate, analyse and review numerical data and to plot and interpret graphs.
- Enhanced oral and written communication skills by regularly working in small supervision groups to produce accurate mathematical reports and communicate results effectively.
- Awarded the Dalton Scholarship for excellent performance in examinations.

2002-2008 Newton Comprehensive School, Newtown, Powys

**A Levels:** Maths B, Law B, Economics B

**9 GCSEs:** grades A-C

## Relevant Work EXPERIENCE

2008-2011 Towers Watson Newtown, Actuarial Intern (Retirement benefits)

- Supported the team with various calculations, spending the majority of time performing individual calculations with members who had asked to know the value of their pensions.
- Learnt how to calculate transfer values, monthly yields and market value adjustments.
- Undertook a project, within strict timescales, investigating the redesign of pension benefits, using CAD to simulate scenarios.
- Received commendation from a senior partner for my presentation skills and ability to answer difficult questions under pressure.

## OTHER EMPLOYMENT

2009-2011 The Farmers' Arms, Swansea

**Bar Staff** (part time during academic study)

- Developed excellent communication skills and learned to adapt style to suit customer
- Worked effectively as part of a team to organise work rotas
- Prioritised workload when covering restaurant and bar
- Completed cash reconciliation at the end of each shift

008-2009 Virgin Media, Swansea

**Customer Service Representative** (part time during academic study)

- Solved problems in a target-driven environment
- Further developed customer service skills when dealing with calls from the public

2006 –2008 Next, Newtown

**Sales Assistant** (part time during A Level study)

- Gained confidence in work environment and helped to mentor new members of staff
- Understood the significance of spread-sheets detailing best-selling items
- Applied this information for effective organisation of stock on the shop floor
- Worked as part of a team in a fast-paced environment to ensure effective running of the store

## POSITIONS OF RESPONSIBILITY

2009-2011 **Secretary of the Mathematics Society:**

- Chaired meetings of the Society and liaised with Student Union on Society procedures
- Set up visits to local finance companies e.g. arranged for 30 students to visit RBS via an academic contact
- Increased membership by 35% through effective use of Facebook and innovative activities during Welcome Week

2010-2011 **Student Ambassador, Swansea University**

- Promoted higher education opportunities to prospective students and their parents

## ACHIEVEMENTS

Music Piano and Violin - Grade 8

- dedication and commitment necessary for attaining this level in both instruments
- played in both Youth and County orchestras, regularly competing in national championships

Sport Member of the University Ladies' Hockey Squad

- Effective team working and communication skills between all members of the squad resulted in a winning team!