

PEMBROKE TUTORS

Lucy

I have tutored alongside my studies for more than 5 years and have built up significant experience working with students preparing for the pre-test / 11+ / 13+ assessments in particular. I am equally comfortable teaching a broad spectrum of GCSE subjects and thoroughly enjoy building up confidence within my students, adding to existing strengths and instilling an enthusiasm to learn!

Education

Sep 2014 – Jun 2017 **BA Hons (Classics), University of Bristol**

Grade: Upper Second Class

Sep 2008 – Jun 2013 **Marlborough College**

A levels: AAAA – Classical Greek, Latin, French, Mathematics

AS levels: AAAA, Classical Greek, Latin, French, Mathematics

Other qualifications: DELF B1 French, Level 3 Extended Project

iGCSEs: English Language (A*), English Literature (A*), Mathematics (A*), Spanish (A*), Science Double Award (1) (A*), Science Double Award (2) (A)

GCSEs: Classical Greek (A*), Latin (A*), History (A*), Religious Studies (A*), French (A*)

Tuition History

I am confident teaching the following:

- i. 7/8+ Reading and writing skills, Maths
- ii. 11 / 13+ tuition: Verbal and Non-Verbal Reasoning, Mathematics, Science, English
- iii. GCSE level: Classical Greek, Latin, History, Religious Studies, French, English Language, English Literature, Mathematics, Spanish, Science
- iv. A Level: Classical Greek, Latin, French

At school and university, I worked hard and did well inside and out the classroom, but the strength of my results can partly be attributed to the engagement and passion of my teachers and professors. I believe that the tutor's role is to ignite a flair for education to complement their schoolwork and to enforce the work of their schoolteacher with a deeper understanding of the syllabus. I wish to cultivate the natural strengths of my tutees and instil an enthusiasm to tackle their weaknesses. I will work hard to lay important foundations of knowledge and build at a pace suited to the child. I hope that I can inspire my tutees to have self-confidence to flourish inside the classroom and help them to mature into engaging and ambitious individuals.

PROFESSIONAL EXPERIENCE

September 2016 –
June 2017

Propercorn – Student Brand Manager – Part Time

UK

Challenger FMCG brand with a growing reputation for developing best practice in consumer awareness via student advocacy

- Selected to be the Student Ambassador for Bristol, following a successful 3-week full time internship.
- Responsible for visiting retail sites and increasing number of facings and representing the brand at events
- Learned brand advocacy and the power of student marketing and developed the ability to market products direct to customers and direct to store managers.

October 2015 – June
2016

Freddie's Flowers – Sales and Operations Executive, Mentor – Part Time

UK

A young fresh flower delivery company

- Committed 2-3 days per week throughout my second year to support the transition of the London based start-up to Bristol
- Responsible for growing sales via door-to-door knocking, learning persuasive customer interaction and building my confidence in the art of sales
- Promoted to mentor to other employees after becoming highest earning sales representative, taking responsibility for training new recruits

July-September 2015 **The Gluttonous Gardener – Order Fulfilment and Operations Executive – Full Time** UK
An established hand-packaged garden gift service by mail order

- Worked full-time over the summer fulfilling over 100 orders a day
- Part of a small team responsible for order fulfilment and distribution

August 2017 **The Duppy Share - Chief Operating Officer for month leading up to and including Notting Hill Carnival**
A bespoke Caribbean Rum brand

- Planned and executed all activities around The Duppy Share's Notting Hill Carnival brand investment, included managing events in 6 pubs and 13 commercial bars, an iconic mural and professional content creation
- Successfully enabled The Duppy Share to secure PR coverage as "the Spirit of Carnival" in two national press outlets

OTHER WORK EXPERIENCE

September 2016 **Propercorn – Finance department of this very successful young FMCG brand** - Spent 3 weeks as one of three in the finance department; worked underneath the CFO attending his meetings and assisting him wherever needed; kept FAC sheet updated and quickly learned how to use SAP software quickly; attended workshops and lectures on entrepreneurship and brand ethos.

August 2016 **McCann & Co. – One of the world's leading ad agency network responsible for some of the best known and most iconic ad campaigns** - Spent time in every department, but focused primarily on managing the Subway Account; learned about the process of getting an ad 'out the door' and was sent onto the streets for market research into Subway's competitors and presenting it back to the account manager.

July 2016 **JM Finn & Co. – Personalised investment management service which aim for long term investments** - Focused on researching and preparing a portfolio for investing in the emerging Indian market and presenting it to a few senior partners; spent time with every department with particular emphasis on client portfolio management; learnt research analyst skills and got a wider understanding of the stock market; just after Brexit announcement so a very interesting time in the financial sector.

June 2016 **Bircham Dyson Bell - Top 100 UK law firm that provide client-centred services in all sectors** - Worked with the Senior Partner and was given a wide range of new tasks, such as drafting instructions to counsel and attending meetings with high-profile clients; everything was completely new territory, and therefore demanded huge initiative while expanding my knowledge in Corporate Law.

December 2014 **Harris + Hoole - A fast growing specialty coffee shop, financed by Tesco PLC** - While the firm was trying to re-imagine high street coffee, during my internship I was sent to interview customers inside and outside their leading stores in London to maximise the brand's development for customer satisfaction; arranged this useful customer data and translated it into spreadsheets and charts and presented it to the Harris and Hoole Head Office.

July 2011 **Hogan Lovells – The intellectual property department in this top 5 law firm with strongest brand** - Shadowed one of the senior partners, attending meetings and a few cases at the Old Bailey; given extensive contracts and patents to look through and annotate.

July 2011 **Louis Vuitton – Luxury fashion brand** - Spent time in every department, from cross-checking CV's of prospective employees to stock-room management, to working on the shop floor which gave me great insight into customer treatment.

CHARITABLE EXPERIENCE

July 2016 **Campden Charities**

- Worked in the office helping with administrative tasks and attending meetings with local beneficiaries
- Redesigned their paper system into an easy-to-use excel
- Attended a mental health awareness course during my time there

November-December 2013 **Rugby Portobello Trust**

- Voluntary work at a center for children with learning disabilities, helping children one-on-one with homework and after school activities.

LANGUAGES English (native), French (conversational), Spanish (conversational)

Achievements

March 2016 Bath Half Marathon (we raised £8,794 for the Heaton-Ellis Trust)

November 2016 Authentic Athens Marathon (we raised £14,000 for Action for Addiction)

2011 Exhibition Academic Scholarship, Marlborough College

- 2011** Classics Scholarship, Marlborough College
- 2010** Grade 7 Piano, Grade 8 Singing
- 2006** Under 12 National Bridge Champion

Interests

My interests revolve around Classical literature and civilisation, including a 4 week trip to live in Rome during my Gap year, to learn more about Roman history and read more Latin literature. I also enjoy running and keeping fit and healthy. I am a music enthusiast and am hoping to join a choir now that I've moved back to London after university. I regularly see live music and have an extensive record collection that I am always trying to add to!

References

Available on request.