

Katie

Current Residency: Milano, Italian

Nationality/Citizenship: British

EDUCATION

June 2018 First class MA (Hons) Degree in Geography, **University of Dundee**

June 2014 HNC Social Science, A, **Kilmarnock College**

June 2012 **Girvan Academy**

GRADES

2011-2012 **Highers:** Geography **A**, History **B**, English **B**, Chemistry **C** and Biology **C**

2010 **Standard Grades:** including Computing Studies **1** and Mathematics **2**

2010 **Intermediate 2:** Art and Design **A**, French **A**

WORK EXPERIENCE

January 2021- present | International School, Italy | Early Years Teacher

I work with my team in providing an enabling and caring environment to teach and develop children's use and understanding of the English language. I plan and carry out activities according to the EYFS curriculum; take care of both young children and babies personal care through nappy changes and toilet training. I also maintain communication and interaction with parents accordingly regarding their child's educational and personal, emotional and social progress.

March 2020 – December 2020 | Childsplay Nursery, Edinburgh | Nursery Practitioner

I provided an excellent standard of care for children in the baby, pre-school and toddler rooms of the nursery. Using my understanding of child development for the 0 to 5 age group, I helped to organise, plan and participate in activities that educate children in areas such as craft, music, reading and writing. In addition, I worked alongside my colleagues and parents to ensure that best practice was constantly delivered. I was a key worker for six children that attended the pre-school room which means I was responsible for updating their learning journals, this included writing frequent observations based on students learning experiences within the nursery, maintaining paper work and records, writing report cards and hosting parents evenings.

May 2019 - March 2020 | Supermums Child Care Agency, Edinburgh | Child Carer

In this role I worked in a variety of childcare settings including primary school breakfast and afterschool clubs, nurseries and as a nanny in clients' own homes to deliver high standards of care and safeguarding for children. Duties included supervising children during indoor and outdoor play and sporting activities /outings.

June 2019 - July 2019 | Stafford House Summer School, Cambridge | Activity Leader

This post was a seasonal full-time job at an extremely busy international summer school. This role required me to independently design plans and lead various activities for international students. I also led educational excursions to various historical locations in and around the city of Cambridge. As an Activity Leader I was also responsible for the safety and welfare of students and listened to and resolved student concerns and worries. This position strengthened my leadership, negotiation and teaching skills.

November 2018 - January 2020 | Airsorted Edinburgh branch | Housekeeper

In this role I independently cleaned Airbnb properties to a 5-star standard. The role required me to locate and arrive to all properties on time and clean these in a timely fashion, to a very high standard.

November 2018 - January 2019 | Twenty-Seven, Edinburgh | Production Assistant

I worked in the end-to-end design and production process for a small business, creating bespoke gifts. I worked independently and closely in a small team to meet tight production targets over the busy Christmas season, quickly gaining skills and competency in operating engraving machinery and software. In addition, I had the opportunity to use my design and creativity skills to hand-craft Christmas baubles to be sold in Selfridges, London and Le Bon Marché, Paris. I also used my creative talent to adapt product designs to customers' personal requirements.

June 2018 - October 2018 | Trump Turnberry Hotel, Turnberry | Room Attendant

Working as a room attendant for a five-star luxury hotel, cleaning and maintaining bedrooms and en-suite bathrooms. This position involved working independently and as part of a team to clean large rooms to a very high standard within a time target. I was also responsible for handling customer requests on a daily basis; including both complaints and orders ensuring each guest's stay was as comfortable as possible.

ADDITIONAL PROJECTS and VOLUNTEERING

World Care Foundation, Edinburgh | Volunteer

Last year, on a weekly basis, I assisted with setting up a food table on the street and distributing hot meals and drinks to the needy and homeless on the busy Royal Mile of Edinburgh. I also walked the surrounding areas and assisted homeless people that were squatting on the streets by offering them hot food and support signposting them to local resources where required.

4th year dissertation project | "An Investigation into the integration of refugees within the communities of both Dundee and Glasgow City"

The main aim of my dissertation was to qualitatively investigate the integration of refugees into the communities of Dundee and Glasgow, with the intention of identifying barriers to refugee integration and possible strategies for improvement. My dissertation was awarded a first classification and nominated by Dundee University for a national undergraduate dissertation competition: *Royal Geographical Society IBG Research Group- Urban Geography Dissertation Award Scheme*.

CERTIFICATES

UK Professional Development Company: Certificate in Archive and Records Management (*ongoing*)

Jolly Phonics Certification of Attendance: Training Workshop June 2022

Platinum Youth Achievement Award: Peer Education leadership Programme

150 Hour TEFL/TESOL Course: Learn TEFL

Open University Short Course: Supporting Dyslexia, Inclusive Practise and Literacy

Zero Suicide Alliance Training (Completed May 2020)

COMPUTER SKILLS

Competent Knowledge: Microsoft packages including Word, PowerPoint, Excel, Outlook and EngravoStyle software.