

# Curriculum Vitae

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## Personal Profile

A dependable, hard-working individual with an unshakeable work-ethic and excellent interpersonal skills. Years of work in four very different public-facing industries have made me a comfortable and confident communicator. I take pride in my resilience, and my commitment to producing excellent work. My academic background is in ethics, British/American politics, and international relations. I'm passionate about well-rounded personal development, having had a diverse academic experience in a new degree programme at a top university. I'm at my best when working under pressure to meet tight deadlines.

## Work Experience

### **The British Foreign Policy Group, Student Ambassador, Dec 2018 – July 2019**

This voluntary position with a very young think-tank mainly involved taking part in policy discussions with the goal of providing evidenced-based advice to the FCO. I met with members of the FCO and Parliamentary Assistants, gaining vital insight into policy and planning. A particularly valuable exercise was practice in developing hypothetical advisory briefs for MPs, within very tight time constraints.

### **The Font (Later: The Bar) Fallowfield, Bartender, Sep 2017 – Jan 2019**

This role at one of the most popular student bars in Manchester demanded that I memorise over 50 cocktails. My responsibilities included training new staff, managing stock levels, maintaining proper hygiene at all times and playing a substantive role in weekly team meetings.

### **Boardmasters Music Festival, Bartender, Aug 9-12<sup>th</sup> 2018**

This role included supervising a VIP bar and personally attending to the organisers of the festival. Shifts were between 13-15 hours in length, requiring a significant degree of stamina.

### **Tesco Stores Ltd, Sales Colleague, Nov 2014 – Mar 2016**

Primarily, I worked on the checkouts with customers, but my role was broadly defined and often I dealt with warehouse stock and POS on the shop-floor. In the latter months of my time, I often assumed the responsibilities of team leader on the checkouts.

### **Hot House Energy Company, Canvasser, Aug 2014 – Oct 2014**

Working as a canvasser over the phone in a call-centre was a very pressured role in which targets had to be met for each shift. It developed my proficiency with using computer/phone systems and grew my confidence dealing with some especially difficult members of the public.

### **GoOutdoors Ltd, Sales Assistant, Apr 2013 – Aug 2014**

This highly dynamic and technical environment was very beneficial to my skillset. My role was necessarily broad, in which excellent customer service and detailed product knowledge was crucial, including the ability to advise customers based on their individual needs.

## Education

### **University of Manchester 2017-2020**

BA (Hons) Politics & Philosophy: 2:1 (Upper Division, Second Class)

### **Runshaw College 2013-2015**

A-Level Maths: A\*                      A-Level Biology: A                      A-Level Philosophy: A

### **St. Bede's RC High School 2008-2013**

GCSEs: 7 A\*'s and 2 A's

## Skills/Extracurricular Achievements

- Fully proficient in MS Office and highly competent with ICT generally
- Elected representative of my college tutor group, acting on their concerns, liaising with the principal.
- Well-trained in first aid: Intermediate Life Savers Qualification and Level 1 Heart-Start qualification.

## Interests/Hobbies

I am an avid follower of both British and American politics, with particular interests in Classical Liberalism, human rights and foreign policy. I enjoy reading widely and often, generally non-fiction or science-fiction. I am a very passionate cook with a special interest in wild British game and ethical, sustainably sourced local food. Visit [lukeproctor.co.uk](http://lukeproctor.co.uk) for more info.