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Canterbury
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hs@universalmail.com

Helen Hardy

Profile

An English graduate who is keen to find a position in the leisure industry in London. Reliable, trustworthy and fun to work with, with excellent communication skills. Worked last summer teaching English as a Foreign Language in Canterbury, and organised a number of social activities for the students. Gained an insight on how to deal with people from many nationalities and help them sort practical difficulties while in the UK.

Education

2004-2007 University of London

- B.A.(Hons) 2.2. in English

1997-2004 Florence Nightingale Grammar School for Girls

- 3 GCE A Levels: English (A), French (B) and History (B)
- 6 GCSEs grades A-C including English, IT and Mathematics

Experience

Summer 07 Chaucer School of English London

English teacher

- A vacation job teaching English as a Foreign Language

2007 Starbucks Central London

Waitress

- A weekend job serving customers and receiving deliveries

Computer Skills

IBM Compatible PCs running Microsoft Windows, MS-DOS, Word

Additional Information

Driving Licence: Full, clean



The Open
University

98 Wyatt Avenue
London
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ms@cloudmail.com

Mike Smith

Profile

A qualified Retail Travel Agent working in the industry since 2005. Reliable, trustworthy and well-organized, also a Londoner with an extensive practical knowledge of the city.

Education

2008 The Open University in the South East

- Studying for a French Certificate

2003-2005 Newton Community College

- BTEC National Diploma in Travel and Tourism
- Subjects studied included French and Spanish

Experience

2005-Ongoing Thompson Holidays Central London
Travel Booking Agent

Computer Skills

- IBM Compatible PCs running Microsoft Windows
- Extensive experience of using booking systems common in the industry

Additional Information

Driving Licence: Full, clean



The Open
University

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London
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st@flowmail.com

Stephen Watson

Profile

A Londoner working in the Leisure industry. An amateur actor very involved in the Arts and Theatre London Scene, offering an insider knowledge of the city to visitors and tourists. Trustworthy, punctual and fun to work with.

Education

2004-2007 University of London
▪ BA (Hons) 2.2 in English and Drama

1997-2004 Lessing High School
▪ 3 GCE A Levels
▪ 6 GCSEs

Experience

2005-Ongoing The Globe Theatre
Booking Agent
▪ Duties also include guided tours, till work and helpdesk

Hobbies and Interests

▪ Amateur actor involved in productions such as "Romeo and Juliet" and "Hamlet". More information on this on www.stephenwatson.co.uk
▪ Languages: A Level in French. Near-native knowledge of French, gained during visits to the family holiday home in the south of France