Joshua Sweeney

joshsweeneyz@msn.com
20 Lake View, Houghton Regis | Mobile: +44 (0) 7845096391
Dunstable, LU5 5GJ | Home: +44 (0) 1582 965673

EDUCATION

University of Manchester September 2012 – Present
- BSc (Hons) International Business, Finance and Economics
- Expected degree class: 1st class

Notre Dame High School, Sheffield September 2005 – June 2012
- 3 A-Levels, Mathematics (A); Economics (B); Religious Studies (B)
- 1 AS-Level, Chemistry (C)
- 10 GCSEs, including Mathematics (A*), overall achieved 3A*s, 3 As and 4 Bs

WORK EXPERIENCE

Local Authority
Individual support worker August 2013 - Present
- Role involves mentoring and helping client with budget, managing time and working towards full time employment.
- Skills demonstrated to motivate, encourage and develop client into being more successful.
- A strenuous task at times which requires persistence, determination and patience.

Lyndhurst Financial Management
Administrator Summer 2013 (9 weeks)
- Position involved an initial project of transferring certain client information onto a new platform.
- Performed tasks which involved working alongside financial advisers. This involved processing model portfolios for each risk profile categories.
- Various other administration tasks also completed demonstrating competent use of Microsoft Word and Excel as well as learning new software quickly such as Adviser Office.

Barber of Sheffield
Warehouse operative Summer 2011 (6 weeks)
- Position offered after 2 weeks of work experience during Year 11. Work was for 9 weeks in the summer of 2010 before they presented the opportunity again the following summer.
- Main role was to organise and dispatch order.
- Developed the ability to work independently and to undertake accountability.

VOLUNTEER POSITIONS

Seventh Day Adventist Church
Pathfinder teacher & treasurer January 2013 - Present
- Currently teaching a class of young people which follows a curriculum similar to those in schools.
- As part of this we offer them a wide range of learning experiences which also encourage young people to engage in community projects.
- Currently working in a team of two others to teach our group which requires teamwork and while teaching the class it also demonstrates leadership skills/
- As of January 2014, established as the treasurer for one of the local Pathfinder clubs in Manchester. This will be alongside the current role as a teacher for the remainder of the year.

Aberdaron Junior Camp
Activities team member Summer 2013 (1 week)
- Role was to organise and prepare games for the children on the retreat.
- This also involved being creative and producing new games for the group to enjoy.
- Listening skills and team work were demonstrated to ensure the week was a success.

Aberdaron Junior and Earliteen Camp
Youth mentor Summer 2012 (2 weeks)
- For the first week, initially responsible to supervise four 9-12 year olds during the first week and then eight 13-17 year olds during the second week.
- Present relevant advice to those from differing backgrounds, requiring a need to adapt quickly, to then make the most appropriate decision.

OTHER

SDASS1 – Ambassador for the Seventh Day Adventist society at the University of Manchester.

Manchester Leadership Program – It is an accredited module directly related to leadership which incorporates volunteering opportunities including a scheme called of City In The Community, one of Manchester City FC's community programmes.