

Alexandra Hunter

Education

City College Norwich Sep '09 – Dec '10

CIM Professional Certificate in Marketing (Level 4)

I am currently studying for the above qualification two evenings per week. I have funded the course myself in order to improve my working knowledge and further my career as a marketer.

City College Norwich '00 – '02

AS Level - Critical Thinking (B); Environmental Science (B); Drama (C)

A Level - Biology (C); Psychology (C)

Reepham High School '95 – '00

GCSE's 11 grade A - C including Maths (A); English (A,A); Science (A,B,C)

Employment

Lincolnshire Community Foundation February '09 – Present

Marketing (Volunteer)

I have been working closely with LCF for the past 14 months on all their marketing and communications. This has included day-to-day tasks such as managing their website and social networking, to the planning and implementation of major projects such as Payroll Giving and Natural Burials.

Trader Media Group May '08 – February '09

Trade Sales Executive

Account management; generating new business; meeting targets & deadlines; excellent IT, communications & organisational skills.

The Reindeer Ale House March '06 – May '08

Bar Supervisor / Assistant Manager

General bar duties; cashing up; supervising & training staff; stock/cellar management; premises key-holder.

Conquest Business Media October '05 – March '06

Editorial Researcher

Account management; generating editorial & sales leads; meeting targets & deadlines; excellent IT, communications & organisational skills

The Listening Company June '03 – September '05

Sales Professional

Generating new business; meeting targets; excellent IT, communications and organisational skills. I left this role to re-locate from Portsmouth to Norwich.