

Lucy Jones

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Final year undergraduate in Accounting with Finance with extensive experience of working in commercial environments and an interest in risk management and strategic decision-making. Currently seeking a graduate role related to auditing and consulting.

Education

University of Portsmouth **BA Hons Accounting with Finance** **Sept 2014 – present**

This degree has involved an inter-disciplinary approach to accountancy and strategic financial concepts and techniques; developing an extensive understanding of the impact of globalisation and business environments.

Main subjects studied included:

- **Organisational Management Accounting:** gained an understanding of different aspects of business development, including marketing, strategy and financial analysis. Worked effectively as part of a group to produce a business report, incorporating in depth analysis and a reflection on how the group worked together.
- **Toolbox for Financial Professionals:** participated in a Dragon's Den-style activity; working with course colleagues to produce a business plan and accompanying pitch to present to a panel of four external judges from the Royal Bank of Scotland and Morris Crocker Chartered Accountants. Received positive feedback and awarded one of the main prizes for the business and product concept.
- **Corporate Governance, Financial Crime, Ethics and Control:** participated in a range of activities to enhance theoretical knowledge; identifying ethical issues and the regulatory framework for financial markets and services. Explored short case studies, enabling application of taught content and problem solving skills.
- **Enterprise Resource Planning Systems:** advanced experience when utilising spreadsheet modelling of business resource allocations. This included using Microsoft Excel and a corporate-level Enterprise Resource Planning system, including SAP. Accessed SAP E-learning material and engaged in additional certified courses to aid continuing professional development.
- **Auditing:** applied auditing principles, procedures and techniques to a variety of practice situations, with a consideration of legal and regulatory frameworks surrounding the audit process; demonstrating theoretical knowledge and critical appraisal skills.

Final Year Research Project:

Title “*What challenges do organisations face during the implementation of new accounting software? With specific reference to an IT consulting company as a case study.*”

- The main objective of the project was to investigate the challenges that can be associated with new accounting software, with specific reference to the case study organisation.
- The research required a creative approach to utilising different research techniques, such as a full literature review and conducting interviews with a number of employees currently in the process of implementing the new software.
- Resulted in a series of evidence-based recommendations that considered practical solutions for the company when delivering renewed training to staff and developing internal processes.

Portsmouth College

4 A Levels A-C, including Business and Maths

Sept 2012 – July 2014

Portsmouth School

11 GCSEs, including English and Maths

Sept 2007 – July 2012

Relevant Experience

IBM **Finance and Analytics Paid Placement** **July 2016 – July 2017**

- Received extensive training through the company's induction programme; participating in workshops, projects and professional and project management training in preparation for the role.
- Collaborated with the Programme Finance Manager and Finance Team to support the on-going transformation projects, including cost analysis and presentation of results.
- Contributed to a review of different processes within an allocated department; working with the wider team to evaluate key future processes through an evaluation of costings and resources.

- Supported clients through consultations by analysing data, researching best practice and presenting the outcomes to assist clients in planning their next steps.
- Applied skills and consolidated knowledge developed as a result of study during the placement, including fundamental reporting techniques and key financial analysis methods. These were incorporated into presentations to senior management.
- Acquired a valuable insight into the day to day running and strategic direction of IBM; increasing commercial awareness of the company's competitors and client base.

Kings Theatre, Portsmouth Finance Assistant Volunteer Sept 2015 – June 2016

- Assisted with sales, purchasing systems and credit control of the purchase ledger and sales ledger, whilst working closely under the supervision of the Finance Officer.
- Inputted information into SAGE to ensure accurate records of all transactions; highlighting a good eye for detail.
- Recorded information on Excel spreadsheets; utilising Microsoft Office to support the organisation's processes and procedures.
- Liaised effectively with other departments, as well as external production companies and customers; demonstrating excellent interpersonal skills and using initiative to follow-up on unresolved queries/payments.
- Helped to facilitate a series of public consultations to understand more about the organisation's strategic direction and areas for development to ensure they were addressing customers' needs.

Other Experience

Marks & Spencer Customer Assistant Dec 2015 – present

- Promote a range of products to the retailer's diverse customer base, offering further information and advice on the individual customer's purchase.
- Confidently engage with members of the public; dealing with a range of enquiries about the products.
- Competently deal with customer complaints related to products, ensuring that a satisfactory outcome is reached for all parties; delivering a high level of customer care.
- Conduct extensive research to ensure a sound understanding of the business and the different departments in store, in addition to knowing about competitors.
- Reconcile the cash float at the end of the working day; following detailed financial procedures.
- Work effectively as part of a team to present products through visual sales, aiming to increase sales and revenue.

Whites Property Maintenance Office Assistant Sept 2013 – Aug 2014

- Managed incoming calls from members of the public; making a quick assessment of their needs.
- Logged and raised new jobs using the company's online system, enhancing the development of computer skills.
- Utilised different computer programmes to prepare the income statement and balance sheet and to monitor finances for the company.
- Demonstrated excellent ability to prioritise workload and multiple tasks based on meeting business needs in a busy and pressured work environment.

Additional Information

Full clean driving licence Willing to travel based on the requirements of the role

Interests

- Treasurer for the Economics Society – responsible for overseeing the finances, including membership payments and expenditure for the group. Also engage in a range of activities offering an opportunity to discuss economic ideas and network with peers, alumni and professionals.
- Regularly attend the gym and attend Park Run events in the local community.

References available on request