**Jon Davies**

21 Walter Road, Swansea, SA1 5NQ
01234 567 890
jon.davies@zodiacrecruitment.co.uk

**Profile:**

I am a RTPI Accredited MA Town and Regional Planning Graduate from Sheffield University. I have always had a passion for planning and I’m keen to find a role that will help give me good foundations so that in the future I will become a chartered member of the RTPI.

**Education:**

**University of Sheffield 2017 – 2018**

**MA, Town and Regional Planning** *(RTPI-accredited)*

*Modules studied include:*

Spatial Planning Systems, Values in Planning, Research Methods, Perspectives on Spatial Planning and Development, Planning Law and GIS for Built Environment Professionals

**University of Bradford 2013 – 2017**

**LLB (Hons) Law** *(First Class Honours)*

Awarded the Thomas Reuters Law Prize for highest average mark at third stage

Awarded the Judge Gerald Coles Memorial Prize for highest mark in Criminal Law

**Batley Grammar School**  **2011 – 2013**
A-Levels: Religious Studies (A), History (C) and Classical Civilisations (C)

**Batley Business and Enterprise College** **2006 – 2011**GCSE’s: 10 A and B grades including Maths and English

**Relevant work experience:**

**Spawforths** *(work placement)* **May 2018 – July 2018**

* Provided support to Chartered Town Planners and other divisions in pursuing their duties, including researching the history of planning decisions; interpreting planning policy; assessing the development potential of sites; producing reports on development prospects; researching information to enable strategic decisions to be made; and arranging and participating in meetings, conferences and project team activities.

**PWA Planning** *(one week work placement)* **January 2018 – February 2018**

* Aided the planning team by carrying out site appraisals, compiling history of sites and doing research for possible contentious issues in applications such as for energy storage sites in green belt and wind assessments for tall buildings. Also assisted in the preparation of planning statements and accompanied a senior planner on a site visit.

**Additional experience:**

**Sheffield Students’ Union September 2017 – May 2018**

**Election Ambassador** *(casual staff)*

* Promoted elections through talking to students across the university, in both large groups and one-to-one, about leadership opportunities. Also used social media to promote relevant activities and events and provided other administrative support.

**JustShop, Bradford May 2015 – May 2017**

**Sales Assistant** *(part-time)*

* Provided great customer service that was friendly and polite, building good relationships with many of the customers who would visit the shop frequently.
* Trained new members of staff on using the checkout, how to cash up properly and other procedures as necessary.

**Iceland, Dewsbury August 2013 – May 2015**

**Sales Assistant** *(part-time)*

* Built experience of dealing with customer complaints and queries, especially regarding the home delivery service that was provided to customers.
* Often had to work well under pressure to continue serving customers when queues built up at checkout.

**Hobbies and Interests:**

I am quite social outside of work and enjoy a lot of sport. I like to play badminton and football when time allows and I’m always keen to try new things.