



LAURA S

Personal statement

I am a very hardworking & enthusiastic person. I have excellent communication skills and can work easily with others as part of a team, or as an individual.

Stats

Height 5"6
Dress size 8
Bust 32B
Waist 25"
Hips 32"
Shoe size 6

Skills

- Exhibitions and Trade Shows Public and B2B
- Excellent Approach, Invite ,Engage, Inform, Persuade, Retain, Introduce, Data Capture Skills
- Quickly learn any product and client brief and deliver .
- Product Sampling/Selling
- Demonstrator/Sales
- Corporate and Exhibition Hospitality
- Direct Product Sales
- Product /Service Launches and promotions
- Venue/Store Launches and Promotions
- Field Campaigns, Data Capture
- Experiential campaigns and promotions
- FMCG, Products and Services
- Targeted Sales Lead Generating/Appointment Making
- Brand awareness and leafleting campaigns and promotions
- P R and Publicity Campaigns
- • Experience of Microsoft Word, e-mail and desktop publishing packages. Also hand held PDA units.



Contact us today if you would like Laura
to represent your business

events@welldonepromotions.co.uk | tel: 0121 605 9623 | www.welldonepromotions.co.uk

WDP
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Work Experience

Modelling/ Promotions Experience

Promo / Grid Girl

- Monster Energy Girl
- Manchester Soccerex
- Asian Wedding Shows at Bingley Hall, Park Hall & Aston Villa
- Asian Bride Live
- Auto Insider Live
- Honda BSB Grid Girl
- PBM Grid Girl 2016
- Bodypower EXPO 2015
- CV Show
- Autumn & Spring Fair
- Vape Show
- Furniture Show
- ETEL conference
- Bike Show London & Birmingham
- Classic Car Show Silverstone

Published work:

- Asian Bride Magazine
- Asiana Magazine
- South East Asian Bride
- Khush Magazine
- John Tuckey Vintage Collection on Satchi Art

Lifestyle Modelling:

- Clippasafe Carramio Baby Carrier
- Aska Lara Resort & Spa
- Dr Ashok Promotional Material Ayurvedic Therapy

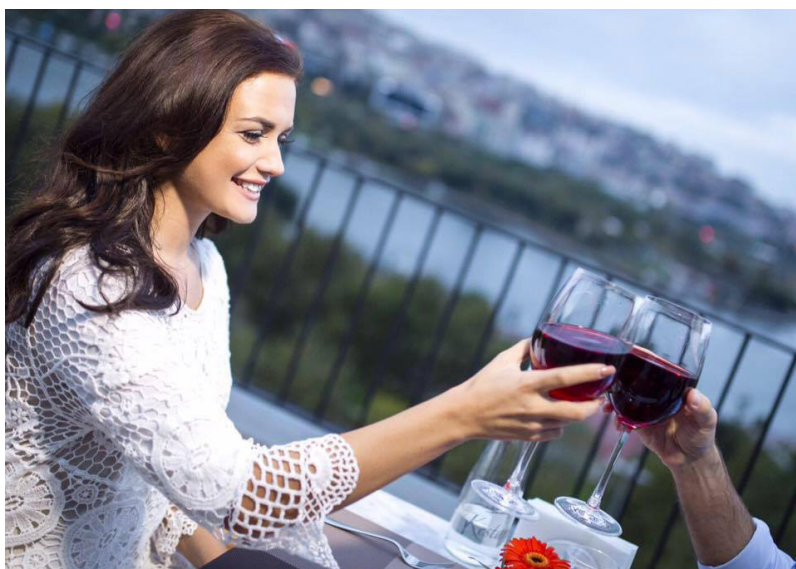
Look Book Modelling:

- Tallulah Tennant
- Agnes Mira Rose / ASOS Market Place
- Your diazi London
- 5 Fashion Clothing
- Jewels n Gems Jewellery Line
- Deeya Jewellery



Beauty Modelling:

- Paula Durrance MUA
- Francescos Hair Salon
- Lubna Rafiq
- Uzma Rafiq Hair academy
- Mehwish Bridal Academy
- Minde Kaur Sidhu
- Raya Beauty
- Hennah Halimah
- Jewel of Mayfair www.jewelofmayfair.com Cover Girl
- Shakeela MUA
- Berry MUA



Music Videos:

- Raves PMG - Something New
- Jatty Cheed Dil Mandi - Played the role of “Jill the Ripper”
- Junior Jassall Music Video - Happy New Year
- Vizi Bar Promotional Video
- Imran Khan Hattrick

TV Commercials/ Shows :

- Dr Ashok Ayurvedic Therapy
- Brit Asia “Runway”

Arvato Entertainment- Executive Admin Assistant: February 2012 – October 2014

My role within this company is executive administrative assistant – Working within the administration team to provide administrative and organisational support to the Executive Director, Sales Team & the company following agreed procedures and best practice.

Responsibilities:

- Arranging travel within & outside of the UK
- Drafting and creating key documents such as: Sales Contracts & Service Level Agreements
- Creating PowerPoint presentations for client meetings
- Arrange special events/client hospitality including booking venues and restaurants.
- Maintaining accurate and up to date records including weekly whereabouts, database of Intellectual Property, telephone contact lists and company archiving.
- Meeting Management such as book meeting rooms & conference/ video calls
- Assisting with Minute taking
- Co-ordinating seasonal activities such as Christmas Parties and client gift hampers
- Assist the sales team by Attending regular business exhibitions to promote services

Key Skills

- Gained a great understanding of the importance surrounding organisation & innovative thinking
- Enhanced my communication skills greatly, due to dealing with most departments in the organisation daily
- Working at my own pace allowed me to become self-motivated, whilst also keeping well under pressure
- Maintained a confidential attitude with any matters that were associated with HR

Employment:

Lloyds Banking Group: April 2011 – July 2011

I was appointed a temporary mortgages customer services agent through REED recruitment agency, working alongside TMB (The Mortgage Business)

Responsibilities:

- Dealing with customer queries on their mortgages, interest rates & statements
- Quoting flexi drawdowns & Part repayments
- Producing mortgage statements, monthly & yearly
- Producing Mi12 Documentation

Key Skills:

- Greater confidence of banking environments Greater use of Microsoft Programmes, including, Excel, PowerPoint, Word, Outlook
- Becoming more efficient in terms of time taken to perform tasks and the organisation of work loads
- Customer service knowledge was gained & correct telephone manners

House of Fraser Part-time Sales Assistant: November June 2009-April 2011

I gained employment at House of Fraser as a part-time sales assistant, predominantly working for a concession called Shuropody, and often working on accessories.

Responsibilities:

- Diary Management – Calendars booking in Pedicure treatments
- General office tasks including staff rotas, targets & sales
- Involvement in POS
- Perform orthopaedic tests & construct insoles
- Opening Store Cards

Key Skills:

- Gained an understanding of how a retailer functions
- Enhanced my interpersonal skills through conversing with customers and other employees
- Became aware of the need for efficiency and for all tasks to be completed on a day to day basis
- Gained confidence in my ability to perform tasks and market products from the cash desk

Education:

2010 to 2011: Walsall College

BTEC in Fashion
BTEC in Business

2009 to 2010: Thomas Telford Sixth Form

AS Level B in English Lit / Lang Combined

2004 to 2009: Thomas Telford School

GCSE Results: 2 A*'s in English Language & Physical Education

2 A's in English Literature, & Business Studies

2 B's in Science & French

C in Maths

Distinction* In Dance, Distinction in Hospitality & Catering,

Interests and Activities

- Completed the Wolverhampton Half Marathon
- Socialising with friends & travelling