

Katja Stout

Second-Year Chemistry Student at University of Southampton

katja@katjastout.co.uk

Summary

A self-motivated, reliable and responsible chemistry student currently seeking a summer internship to compliment my degree programme, which will utilise my customer relations and organisation skills developed through my full-time work in the marketing department of a small international firm, part-time work as a member of the bar staff at a local community hall and temporary work as a sales assistant.

Contact me via katja@katjastout.co.uk

Experience

Student Ambassador at University of Southampton

February 2017 - Present (2 months)

The role of a student ambassador is to work with the Recruitment and Outreach Team to lead and support the delivery of a variety of on and off-campus activities, residential events and mentoring schemes with young people aged 10-18 years of age.

Student Fundraiser at University of Southampton

October 2016 - Present (6 months)

This role primarily involves phoning alumni and friends of the university, building a rapport with them and then convincing them to donate to the University and the University's campaign for the Centre for Cancer Immunology. Over the 6-week campaign last autumn the team raised over £65'000 and I was proud to receive an award for the most raised, with my individual total of £4'800. Success in this role requires the ability to build strong personal relationships with the constituent over the phone quickly, the ability to think quickly on your feet as to the direction of the call and also superb communication skills in conveying the message of the campaign.

Bar Staff at The Southwestern Arms

October 2016 - Present (6 months)

As a member of the bar staff, it is important that I work closely with my colleagues to ensure that every customer is served as promptly and efficiently as possible. Excellent customer service skills are essential in making every customer feel valued. This is displayed in a friendly and approachable disposition, in making an effort to remember their drinks order and how they prefer it to be served and most importantly in greeting every customer with a smile. Attention to detail is important in making certain that every drink is created to a consistently high standard. Many of the patrons of the pub are regulars so it is essential that good relationships are developed from the get-go.

Staff at Flair Event Staffing & Management Ltd

July 2016 - Present (9 months)

Staff can work a number of different roles at a number of different events.

Private Tutor at TutorHunt

July 2016 - Present (9 months)

Currently tutoring mathematics to a Year 9 girl.

Faculty Student Ambassador at University of Southampton

June 2016 - Present (10 months)

As a Faculty Student Ambassador, I primarily worked at University-wide open days, assisting with tours and answering the questions of prospective students.

Bar Staff at Burnham Park

June 2015 - Present (1 year 10 months)

As a member of the bar staff team at Burnham Park Hall, I work closely with my colleagues to ensure that every customer is served as promptly and efficiently as possible. Excellent customer service skills are essential in making every customer feel valued. This is displayed in a friendly and approachable disposition, in making an effort to remember their drinks order and how they prefer it to be served and most importantly in greeting every customer with a smile. Attention to detail is important in making certain that every drink is created to a consistently high standard.

Staff at Revolution Bars Group PLC

June 2016 - October 2016 (5 months)

My work at Revolution Bars was primarily providing bar support to those on the bar. Bottles in the speed rail had to be replaced quickly, when empty; the fridges had to be kept stocked up and the supply of glasses behind the bar had to be managed. This last role, in particular, required excellent customer service skills; navigating around customers to collect their glasses and dealing with often loud and brash clients politely and effectively.

Summer Placement Student at University of Southampton

June 2016 - September 2016 (4 months)

As a summer placement student in the Level 4 Teaching Laboratory, my key role involved managing the production of teaching guides on how students should write lab reports and lab books. This required me to coordinate the production of the audio and visual elements and combine them to produce the finished products to a deadline.

Marketing Intern at Virtual Subsidiary

June 2015 - June 2016 (1 year 1 month)

Working closely with colleagues in data collection for HandCrafted Data (www.handcrafteddata.com) and independently on projects for clients. Also involved in composing and sending email marketing messages in HTML and plain text. Experience with creating websites for a range of purposes using online clients and small HTML adjustments. Management of company social media accounts and creation of blog posts for company blogs.

Proficient in using:

SalesLoft Prospector

SalesLoft Cadence

Wix

Wordpress

Weebly

Zoho campaigns

BlogSpot

Twitter

Facebook

Office 365

Temporary Sales Assistant at Mountain Warehouse

December 2014 - December 2014 (1 month)

As a temporary seasonal Sales Assistant I worked with a small team of colleagues, as part of a much larger organisation, to promote customer service and to improve the customer experience. I was employed to ensure that the shop was presented well and to company standards; with customers to help them find the correct item/garment to suit their purpose and also to increase revenue and reduce unnecessary loss for the company. My warehouse responsibility included ensuring that stock was unpacked, labelled and priced and out on the shop floor as quickly as possible.

Finance Director at emphasise.ME

September 2013 - December 2014 (1 year 4 months)

Managing the Cash Flow of the Company, Advising the CEO and Board of Directors on monetary decisions, Paying in and writing cheques, keeping accurate, up-to-date accounts. (Originally Young Enterprise)

Volunteer Experience

President at Interact Club of Burnham Grammar School

July 2013 - July 2015

Organising and leading meetings, Developing and enacting fundraising ideas

Treasurer at Interact Club of Burnham Grammar School

July 2012 - July 2013

Keeping track of the finances, calculating profit margins and totalling up takings from fundraising events.

First Lego League Judge at Institution of Engineering and Technology (IET)

December 2014 - Present

Volunteering as a judge of the FLL (First Lego League) competition, involves watching and judging presentations from 9-16 year olds about their innovative solution to a problem.

Leader-in-Training at Girlguiding

February 2015 - Present

Young Leader at Girlguiding

September 2011 - February 2015

As a Young Leader I help to run the weekly meetings as well as attending weekend events and camps.

CREST Youth Advisor at British Science Association

December 2014 - February 2016

Honors and Awards

Baden-Powell Award

GirlGuiding UK

May 2011

The Baden-Powell Challenge Award is the highest award a Guide can gain in the Guide section, it is personally challenging and involves sustained effort over a period of time. The award has two parts: the ten challenges and the Baden-Powell Challenge Adventure.

Gold CREST Award

British Science Association

December 2012

Also achieved Bronze and Silver Awards

Cathie Long Spiritual, Ethical and Intelligence Award

Burnham Grammar School

December 2014

The Bill Bryson Prize for Science Communication 2015

Royal Society of Chemistry

July 2015

Shortlisted to the top 25 entries out of 500+

<http://www.rsc.org/competitions/bill-bryson-prize/>

<https://www.pinterest.com/phoenixbenedict/the-discovery-of-mauveine-and-subsequent-explosion/>

Lonza Junior & Senior Scientist of the Year

Lonza

October 2014

I was awarded 2nd place in the Lonza Junior Scientist of the Year Competition in 2011 for my entry on Nuclear Fusion and 3rd in the Lonza Senior Scientist of the Year Competition in 2014 for my entry on the use of disulphur dinitride in fingerprint analysis and the subsequent use of this in solving cold cases.

Female Undergraduate of the Year Finalist

TargetJobs

February 2017

This award was sponsored by Rolls Royce and I was proud to be in the top 20 of over 600 entries.

To become a finalist I had to demonstrate well-rounded life experience and a broad range of achievements.

I also had to be:

commercially aware

a natural problem solver

driven, curious and courageous

a strong relationship builder

ready to be challenged

a great communicator.

The Ashford Rose Bowl for Community Service

Burnham Grammar School

December 2015

Languages

English (Native or bilingual proficiency)

German (Elementary proficiency)

French (Elementary proficiency)

Skills & Expertise

Fundraising

Public Speaking

Management

Leading Meetings

Teamwork

Sales

Microsoft Office

Customer Service

Team Leadership

Research

Social Media

Email Marketing

Online Lead Generation

Inbound Lead Generation

SalesLoft Prospector

SalesLoft Cadence

Microsoft Excel

Time Management

Leadership

PowerPoint

Microsoft Word

Communication

Marketing

Microsoft PowerPoint

Education

University of Southampton

Masters in Chemistry (MChem) with a Year-Long Placement, Chemistry, 2015 - 2019

Burnham Grammar School

Chemistry, Physics, Mathematics, 2008 - 2015

Activities and Societies: Stage Crew, Young Enterprise, Interact, Senior Prefect Team, Student Panel

Interviewing, School Council, Charity and Community Prefect

Lent Rise Combined School

2001 - 2008

Interests

Amateur Photography;

Graphic Design;

Hiking;

Skiing;

Stage Management;

GirlGuiding;

Medicine;

First Aid

Organizations

Royal Society of Chemistry

Affiliate Undergraduate

November 2014 to Present

Mensa - High IQ Society

Member

September 2016 to Present

British Science Association

Member

December 2014 to Present

Institute of Physics

Undergraduate Member

November 2014 to Present

The Institution of Engineering and Technology

Student Member

February 2017 to Present

The Royal Institution

Member U26

March 2017 to Present

NPRONET

March 2017 to Present

BIOCATNET

March 2017 to Present

Certifications**Enhanced DBS Check**

Disclosure and Barring Services Limited September 2015 to September 2018

Publications**Burnham Grammar pupils raise £1,300 for charities**

Burnham Advertiser November 18, 2013

Authors: Michael Owen, Katja Stout

Article written about fundraising activities I led for Children in Need and for victims of the Philippine typhoon.

Katja Stout

Second-Year Chemistry Student at University of Southampton

katja@katjastout.co.uk



[Contact Katja on LinkedIn](#)