**ALEXANDER COWAN**

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**Highlights of Qualifications:**

* Comprehensive range of ICT skills.
* Wide range of volunteering experience.

* Experience using first-aid skills with minor or moderate injuries.
* Experienced public speaker.
* Knowledgeable about many different world cultures and customs.
* Experience conducting field research.

**Education Background:**

**Professional TEFL Diploma 2013**

**Bachelor’s Degree with Honours in Geography 2010**

**Foundation Degree in Development Geography 2009**

**BTEC Diploma in Applied Science 2004**

**Employment History:**

Apr 2013- Market Researcher

Present *R.A Malatest and Associates*

 Duties: Conducting market research on a wide range of subjects as well as using computer systems.

Mar 2012- Youth Worker/Sports Coordinator

Present *Township of Esquimalt, Victoria, B.C, Canada*

Duties: Supervising young people, being a designated first-aider and organising sports events for the public.

Sep 2012- Customer Service Representative

Oct 2012 *Health Insurance BC (Maximus Canada), Victoria, B.C, Canada*

 Duties: Discussing Medical Services Plan information over the phone with clients as well as having access to a wide variety of relevant data systems.

Jun 2012- Records Assistant

Jul 2012 *BC Pensions Corporation, Victoria, B.C, Canada*

Duties: General office duties including filing, data entry, data collection, IT system inputting and using Microsoft Office applications.

Nov 2006- Classroom Assistant

July 2010 *Protocol Education, London, England.*

 Duties: Working in schools across London either in mainstream schools or with children with specific mental or physical difficulties.

Oct 2007- After-School Child Supervisor

June 2009 *Phizzwizards, Bath, England.*

Duties: Entertaining children as well as being the designated first-aider.

May 2004- IT Support Technician

Mar 2005 *Fujitsu Services, London, England.*

 Duties: Providing help and assistance with internet-related IT enquires in an office environment.

**Training:**

* First Aid and Level C CPR, VIRCS/Red Cross – Victoria, Canada 2013
* Driving Licence (Clean) -Victoria, Canada 2012
* Intermediate Spanish, Bath Spa Plus, Bath, UK 2009

**Community Involvement/Volunteering:**

May 2011- Park Naturalist

Present *CRD Parks, Victoria, B.C, Canada*

Duties: Running the nature house at Elk/Beaver Lake, facilitating group visits to the park, working without supervision.

Oct 2010- Oceaneer

Present *Shaw Ocean Discovery Centre, Sidney, B.C, Canada*

Duties: Educating visitors about local marine life and performing various customer service duties.

May 2012- Whale Conservation Observer

Aug 2012 *Cetus Research and Conservation, Victoria, B.C, Canada*

Duties: Data collection regarding whale movements around southern Vancouver Island and raising awareness about whale conservation.

Dec 2010 GIS Mapper

 *Victoria Car Co-Op, Victoria, B.C., Canada.*

Duties: Creating demographic maps of clients in the Greater Victoria area and correlating that information with rental car locations using GIS software.

Sep 2008- Conservation Volunteer

Dec 2008 *Projects Abroad, Madre de Dios, Peru.* Duties: Assisting local communities with infrastructure and providing education on sustainable living schemes. I also helped with the rehabilitation of local wildlife.

**References:**

Heather Chatwin Simon Proctor Beth Watkins

Parks Interpreter Managing Director Community Coordinator

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