

Appendix 1. Example CV Presented by Evergreen Resources.

Curriculum Vitae

Date of Birth: 19th July 1977
Nationality: British

Professional Profile

Extremely committed and enthusiastic post-graduate, with a thorough knowledge of pollution control practices and legislation. Capable of achieving personal objectives as demonstrated by successful completion of my Masters Degree. Methodical and organised with excellent verbal and written communication skills. Accomplished in producing technical reports. Keen to broaden experiences and confront challenges on both a personal and professional level, with an enthusiastic interest in travel. Highly presentable, ambitious and goal orientated.

Education

1998-2000 University
MSc Environmental Pollution Control
This course provided me with a specialist and comprehensive understanding of environmental pollution control within industry and the regulatory bodies, encompassing:
- The development of environmental management skills.
- Development of professional qualities in the ability to use a wide range of techniques for the protection, control and monitoring of environmental conditions.
- The acquirement of the necessary knowledge and skills to operate within companies and the regulatory bodies in order to identify and solve environmental problems and reach goals.

1995-98.1 University
BSc (Hons) Environmental Science
My degree course combined theoretical knowledge, laboratory experience, and empirical research, that has provided me with a broad range of abilities required in environmental science and management. This course followed a highly integrated approach covering many different disciplines, providing me with a fully comprehensive understanding of the subject.

1988-95 Comprehensive School,
A Levels- Design Technology (A), Art (C), Biology (N).
GCSE's- 9 grades A-C including English, Mathematics, and Chemistry.

Employment

Jan 01- Present- Environmental Compliance Dept.
Responsible for: quantitative environmental monitoring, auditing, reporting and compliance.
Interpretation of environmental quality data,
Health & Safety Representative,
Technical committee representative,
Landfill operation overview inspections (OPRA),
Landfill environmental and safety risk assessments.

Aug- Sep 00- Chester.
Duties included: Photographing rock core samples. Supported engineers with preparing and logging of samples.
On site work including: piezometer dips, gas monitoring, CBR's, soak away tests.

- Feb- July 00- Temporary Positions
Accounts Clerk,
Duties included: Accounts Payable, responsible for all financial payments,
Supporting work for Chief Accountant,
General office duties, such as filing, answering phone queries, updating system files.
- Call Centre Support Staff, FESC National Help Desk,
Duties included: Advising BT engineers on H&S testing of equipment,
Arranging emergency equipment deliveries by liaising with suppliers and couriers,
Maintaining H&S records, data entry and filing.
- Sep-Feb 2000- MSc Research Project/ industrial placement:
Research paper title: 'Preliminary Investigations into Actual and Potential Pollution
Problems from UK Landfill Sites Containing Calcium Sulphate Deposits'
Required assessing published material, liaising with LA's, The EA, local businesses
and local pressure groups.
On completion of the research, a small run was published and circulated, and has
been well received by The Environment Agency, Local Authority staff, and a number
of Welsh Assembly Members. Also, the University are considering publishing it as a
technical paper and is due to be assessed in the coming months.
- Summer-
1999 Bar/Catering Staff.,.
Working in a busy airport environment challenged me physically
and to meet time objectives.
- Summer-
Sales Assistant, Cardiff.
I organised and co-ordinated stock in a busy retail outlet, as well as being a member
of a sales team on the retail shop floor, developing both my ability to work with
people in a pleasant and friendly manner and develop my commercial awareness.

Interests

I enjoy most water sports, and regularly spend my free time surfing and swimming. I also enjoy racquet sports, mostly tennis and squash. I am keen to travel and enjoy any opportunities to broaden my outlook and develop my interests in other cultures.

I have a clean driver's license and have my own vehicle.