## JESSICA PATTERSON

RECRUITMENT & ADMINISTRATION

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## ABOUT ME

A diligent, enthusiastic, tenacious, and professional individual who has developed a range of business knowledge and skills with a strong methodical approach to tasks. Adept at working under pressure where diligence, communication and organisation is paramount.

Predominantly working within the Recruitment sector (Internal, Agency and Onsite Consultant. Commercial and Industrial temp and perm) and looking to progress her career in Recruitment, HR, Compliance or Administration

## MY TIMELINE

2016 2017 2018 2019 2020 2021 Gi Group, Venatu, Gi Group, Parseq, Gi Group, Gi Group. Rotherham **Doncaster Doncaster Doncaster Doncaster** Doncaster **Onsite Account** In House Recruitment Branch Admin Branch Admin & Commercial Consultant Recruiter (FTC) Candidate Apprentice Trainee Recruitment Recruitment Manager Consultant Consultant EXPERTISE EDUCATION INTERESTS **PERSONAL STUDIES** Various, 2016 - Present Graphics Recruitment Design **GI GROUP** UPSKILLING **DESIGN** Recruitment & Admin, 2016 -2018 **ASH HILL ACADEMY** Social IT Proficient Media GCSEs & A Levels, 2008 - 2015 Marketing **READING GAMING**