

Ravi Singh

Email/ Address/ Telephone/ LinkedIn

Personal Statement

Dedicated third-year student at Cardiff University, pursuing a BA (Hons) in English Literature and History, with a predicted 2:1. Academic journey has cultivated an appreciation for the relationship between literature and historical contexts, while developing both analytical and critical thinking skills. Experience as the Editor for the award-winning student newspaper, "Gair Rhydd" which has increased editorial and leadership capabilities, supporting ambition to build a career in the publishing sector.

Education

BA (Hons) English Literature and History (Predicted 2:1), *Cardiff University* 2021-2024

- Developed critical understanding of political, social, economic, and cultural structures.
- Explored interdisciplinary connections between literature, film, art, music, history, language, and popular culture.
- Honed attentive reading and effective writing skills.

Cardinal Newman Catholic College 2019-2021

A-Levels: Graphic Design: A*, English Literature: A, History: B

GCSEs: English Language: 6 (B), English Literature: 6 (B), Maths: 5 (B), Science: 7 (A), Spanish: 8 (A*), History: 8 (A*), IT: 5 (B), Graphics: 9 (A**), Religious Education: 7 (A)

Employment History

Editor, Gair Rhydd. *Cardiff University* 2023-Present

- Crafted compelling editorials and opinion pieces.
- Proofread articles to ensure clarity, coherence, and correctness.
- Guided and mentored contributors, fostering collaboration.
- Managed publication schedules and adhered to legal and ethical standards.

Private Tutor 2023-Present

- Designed engaging lesson plans and employed diverse instructional techniques.
- Demonstrated deep knowledge of English literature and analysis techniques.
- Assessed student work, provided constructive feedback, and tracked progress.

Bar staff, Kapu Club (Cocktail bar), *Cardiff* Sept – May 2022

- Memorised over 25 cocktail recipes while applying teamwork, critical thinking, communication, and time management skills during university experience.
- Multitasked in a busy club environment, ensuring tasks were completed by closing time.
- Boosted sales by 10 % through effective promotion of products and services.

Retail Assistant, Retrocards, *Brighton* 2019-2022

- Ensured a positive shopping experience for customers.
- Resolved customer issues promptly and maintained high level of satisfaction.
- Collaborated with colleagues to achieve store goals and manage peak times.

- Volunteered as part of the Duke of Edinburgh award program.

Key Skills

- **Meeting deadlines:** Crucial in the role of Editor for the student newspaper (Gair Rhydd), where effective management of publication schedules was essential for the successful and timely release of the monthly publication.
- **Attention to detail:** Demonstrated through employment at Retrocards in Brighton, where it was vital to provide a positive shopping experience for customers by meticulously managing product displays and promptly addressing customer needs, ensuring high satisfaction levels.
- **Communication skills:** Employed as a Private Tutor, where it was necessary to design engaging lesson plans, provide constructive feedback, and track student progress effectively for over 100 students.

Other Achievements

- Cardiff Award (2023) - enhanced confidence through self-awareness and developed employability skills through completion of Cardiff University's employability award
- Gregynog Conference Attendee (2024) - participated in a medieval conference in Aberystwyth.
- Duke of Edinburgh Bronze Award (2019) – developed resilience, perseverance, and adaptability through various activities, teamwork, group expeditions and volunteering.
- Lifeguarding Qualifications, certified in life-support and water rescue techniques, demonstrating first aid and emergency response skills.

References available upon request