

Jordan O'Sullivan  
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## **Personal Statement**

I have graduated from University of Brighton and achieved a degree in Sports Journalism. I have a great passion for football and cricket but also have a good understanding of all sports. I played football locally and at University, I have been a Southampton FC season ticket holder for 8 years. I started playing cricket from the age of 9 for my local village, progressing to the men's team and I have played for Wiltshire CC.

I enjoy working with others and consider myself very much a team player taking into consideration those around me, listening to their ideas, opinions, feelings. Having said that I am a confident person who is able to work alone without supervision. I am hard working and dependable and have an eagerness to learn new skills. I am ambitious and aim to keep learning to build my skills, knowledge, and experience that will increase my opportunities in employment for the future. I am totally independent and I have a clean driving license and have been driving since 1/07/2016.

## **Previous Employment**

### **Sports Direct**

April 2015- September 2019

#### **Job Responsibilities**

Having worked for Sports Direct for a period of 4 years in the footwear department, I have gained knowledge of recommending to customers correct shoes suitable for purpose of use. Staff were given incentives by our managers to sell certain products, I became very competitive with my peers as this gave us commission at the end of the month. The good humour and competitiveness between staff was good for morale and team spirit within the branch and I managed to get into the top 70 in the Sports Direct company for commission . I was in an ideal position to view new stock as it arrived, establish what was selling well and what was not as popular with customers. When items were out of stock, I would be able to check availability online direct or with other stores nearby or when our next delivery of the item was due in to be able to advise the customer of options. Providing good customer service was important to me, often customers would remember me for the help I had provided them with and would revisit the store when they needed to make a new purchase. Peers would also ask my advice when they were unsure, and I willingly shared my knowledge with them.

I left the company due to being in my third year of University but did work there when I was on my holidays from University.

### **Tesco**

March 2017- September 2017

#### **Job Responsibilities**

I worked for Tesco DotCom department, which started work in the early hours of the morning to complete customer orders ready for van deliveries. Often, I would be asked to work on later than my contract hours due to staff not turning in for work. I was a reliable member of staff, I realised the impact on others if I did not go to work. This put additional pressure on managers to complete customer orders. I did so willingly to assist the team when asked but I also benefited

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as this increased my take home wage. This position was time specific and staff are monitored on their "pick rate" with targets to complete. Although working to tight deadlines when stopped by customers asking where certain products could be found then I would always make time to assist them and advise, even showing them when they were unsure. When items were out of stock then I would substitute the item with a suitable alternative so that the customer was not left without on their delivery. I would check the sell by date of the product before adding to ensure it was not about to go out of date as this would give the customer reason to complain and not provide a good customer service. I would inform my management chain when items were unavailable and there was not a suitable alternative so that they were aware the order was not complete.

I left Tesco because of University.

### **Franklins**

August 2020-January 2021

#### **Job Responsibilities**

After completing my degree at University, I was offered an interview as a trainee Sewing Machine Engineer at a small local company (Franklins). I accepted the post although I had no previous knowledge or experience of this area of business, and the new challenges it would bring excited me and although out of my comfort zone I like to challenge myself into trying new things. I was keen to start employment to get experience. This mainly entailed servicing machines, (new learning curb and out of my comfort zone), working alone although there was supervision available, and with little interaction with customers. The job required patience as it was fiddly and required a steady hand. Delivery was involved which enabled me to travel on occasions to places as far as Swansea, Wales and engage with customers which I enjoyed. I was let go of my role due to COVID-19 and medical reasons.

### **Business Women In**

August 2021-Present

#### **Job Responsibilities**

There was a break in employment from January-August due to needing surgery and I was deemed unfit for work. In August 2021 I was employed by BWI as a marketing assistant. I have already learnt so much from my time with the company, picking up skills such as, web designing using DIVI, editing images in Pixrl, using Canva and gain valuable experience by managing the Twitter account for the company.

### **Experience**

#### **Sportpulse.net**

At the age of 14 I had my first taste of sports writing at an online website. I mainly covered Ligue 1 at the time but also did 5-10 different stories a week.

#### **Vavel**

I am currently writing for Vavel, mainly doing match previews and reports covering Southampton

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FC games. Keep in contact with the editor via email about the work that is needed on the website.

### **Blogging**

I have also been writing on a blog to build my portfolio but this also included using wordpress.com and building my own websites.

### **Prost International**

I joined the cricket and football team at Prost International and I am currently still writing for them.

### **Sussex FA**

During my time at university I had a paid placement covering most Sussex FA games, including a cup competition, which was held at the Amex stadium.

### **Education**

09/2015-05/2017

#### **Media Production- Extended Diploma Level 3**

Key Modules- Video/Audio Editing, Graphic Design, Filming, Photography, Working to a Brief, TV Advertising

- Edited live footage with professional editing suite Adobe Premiere
- Edited a ten minute documentary which included former Brentford CEO Mark Devlin, former Eastleigh Commercial manager Mark Jewell and former Portsmouth midfielder Linvoy Primus

09/2014 - 05/15

#### **Media - Extended Diploma Level 2**

Totton College, Southampton, Hampshire

Key Modules- Digital media sectors and audiences, Media industry in context, Planning and pitching a digital media product

- Produced a Magazine, designing and using our own stories for the magazine using Adobe InDesign.

09/2009-05/2014

#### **GCSE- Maths, English, Science, Geography, IT, Sport, Media**

Wyvern College, Salisbury, Wiltshire

08/2017-06/2020

- I achieved a D\* D\* (BTECH) in IT, which mainly involved creating spreadsheets in Microsoft Excel.

### **Bachelor Of Sport Journalism (Hons)**

University Of Brighton, Brighton, East Sussex



