

RICHARD STABBINS

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DOB: 12/12/1991

EDUCATION

September 2015 – 2019: University College London & Humboldt Universität Berlin
Upper Second Class BA (68) with Honours in History and German

September 2013 – June 2014: Liverpool Community College
Access Course in English Literature, History and Education: Passed with Distinction level

WORK EXPERIENCE

July 2020 - Present: Riverside - Engage Hackney Service, London, UK

Community Assistant

- Carrying out face-to-face assessments of individuals referred to the service and evaluating their support needs.
- Creation and delivery of personal support plans for a caseload of clients who are at risk of homelessness - or have previously been street homeless - to regain their independence.
- Regular visits to clients in their temporary accommodation or in a community setting and communicating concisely and clearly in stressful situations.
- Liaising with political, medical, legal and non-profit organisations to ensure that support plans are followed and that the required support is achieved.
- This role draws heavily on my analytical, organisational and interpersonal skills.

Sep 2019 - July 2020 : PROZ, London, UK

Freelance Translator (German-English)

- Translation of literary and advertising texts for a worldwide marketing company. Managing a heavy workload and a diverse range of topics.
- Working around the clock to ensure that companies worldwide can access their finished products quickly.
- The role enhanced my efficiency and timekeeping skills.

January 2018 – September 2018: Deutsche Presse Agentur (German Press Agency), Berlin, Germany

Translator (German-English)

- Receiving all the domestic and international news features and analyses from the correspondents: accurately editing and translating the report to be sent out to international media outlets
- Working in a high-standard, fast-paced environment where efficiency was key as I was the last point of contact before the news was sent out
- The role enhanced my analytical skills and made me extremely vigilant in regards to the consequences that mistakes or misinterpretation can have

October 2012 – August 2013 & August 2014 – August 2015: Quiet Man Pub, Bonn, Germany

Bar Manager

- Daily management responsibilities including dealing with finances, cashing up tills, stock management and deliveries, preparing the bar and being the point of contact for both staff and clients
- Providing exceptional customer service in a second language often in a fast-paced environment
- Team management: preparing team rotas, training new starters, dealing with stressful situations using my experience and judgement (especially in aggressive or complaint scenarios)

VOLUNTEERING EXPERIENCE

Nov 2019 - Feb 2020: Literacy Pirates, London

Literacy Volunteer

- Providing reading and writing support to underachieving children between the ages of 9 - 13 at centres in Dalston and Tottenham. Finding innovative and creative approaches to ensure that the children stay engaged with their tasks.

Oct 2018 – June 2019: MIND, London

Wellbeing and Recovery Volunteer

- A social space in Camden for individuals experiencing mental health issues: I ran activities, served food and encouraged an open and welcoming space in which members could feel comfortable and able to discuss any issues.

Jan 2018 – May 2018: Berliner Stadtmission Refugee Centre, Berlin

English Tutor

- Provided one-to-one English lessons dealing with vulnerable people, I also advised and helped on any queries they had (when possible)

SKILLS

- Fluent in English and German (C1 level language certificate as well as degree)
- Comprehensive knowledge of all Windows Office systems & Adobe Photoshop
- Analytical and efficient – My studies, particularly in history, have provided me with an invaluable knowledge of how to decipher key points from extensive amounts of work and to deliver them in a concise and comprehensible fashion

HOBBIES

- Keen sportsman and runner - I am training for a marathon and have completed the 2019 Hackney Half Marathon. I also raised for MIND's 'Red January' – an event which sees one run every day for a month. I have also played in various cricket, rugby and football teams.
- Photography, film-making, writing and literature.

References available on request