

# Hannah Catherine Jones

25 Hidden Valley

St. George's GE 03

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## OBJECTIVE:

I am an eager and determined student entering the Liberal Arts Program at The University of Leeds in September 2022. In addition to my studies, my near-term objective is attaining knowledge and work experience in the Bermuda International Insurance/Reinsurance Industry, specifically in the fields of Underwriting or Broking.

I am enthusiastic about working in a business environment that will help prepare and equip me with the skills necessary for entry into a rewarding career in Bermuda's premier business industry. I believe that the job shadowing experiences that I have had so far have given me good insight into employer expectations and values, as well as allowed me to expand my abilities and strengths in the workplace.

## STRENGTHS:

Hardworking, Time Management, Adaptability, Critical Thinking, Effective Communication (in writing and/or verbally), Learning Curiosity, Problem Solving, Attention to Detail, Collaboration

If your firm is in need of a hardworking intern that is flexible and eager to learn, I would be happy to be considered.

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## EDUCATION

**University of Leeds – Faculty of Arts, Humanities and Cultures**

Liberal Arts (BA)

Leeds, UK

Expected Graduation: June 2025

**Overall GPA: N/A      Semester GPA: N/A**

**University of Kent – Kent Law School**

LLB (Hons)

Canterbury, UK

Transferred to University of Leeds: June 2022

**Overall GPA: N/A      Semester GPA: N/A**

Societies: Kent Caribbean Union – General Member, Kent Student Law Society—General Member, Kent Critical Law Society—General Member

**Bermuda High School for Girls (BHS)**

International Baccalaureate Diploma

Pembroke, Bermuda

June 2018

IB Score: 32

**Somersfield Academy**

Montessori Program

2016

International Baccalaureate MYP Certificate

Devonshire, Bermuda

June

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## EXPERIENCE

**Attorney General's Chambers (Job Shadow—Civil Lawyer)**

*Hamilton, 2015*

- Paperwork and Filing
- Attending Magistrates Court
- Attending Supreme Court

**APEX Law Group LTD (Job Shadow—Corporate Lawyer & Criminal Lawyer)**

*Hamilton, 2015*

- Data Entry
- Filing
- Attending Supreme Court

**King Edward Memorial Hospital (Job Shadow—Nursing, Maternity Ward)**

*Paget, 2014*

- Shadowed Nurses during execution of their daily duties
- Observed babies in neo-natal unit
- Assisted with the discharge of a baby

**Elliot Primary School (Job Shadow – Occupational Therapist)**

*Devonshire, 2013*

- Assisting with mental and physical testing of student clients

**Ministry of Finance (Job Shadow—Policy Analyst)**

*Hamilton, 2013*

- Gained an overview of the Ministry of Finance’s role in government affairs

**Chubb Bermuda Insurance Ltd. (Job Shadow - Underwriting),**

*Pembroke, 2012*

- Assisted Underwriters in renewal process
- Shadowed various positions within the company departments (Claims, Modeling, etc.)

**American International Group (AIG). (Job Shadow – Underwriting Technical Assistant)**

*Pembroke, 2011*

- Work shadowed TA during execution of their daily duties
- Filing
- Data Entry

**Bermuda Hospitals Board—KEMH & Mid Atlantic Wellness Institute**

*Hamilton, 2021*

**Bermuda Foundation for Insurance Studies (BFIS) Internship**

*Hamilton, 2023*

A comprehensive introduction into the insurance and reinsurance markets of Bermuda

**COMPUTER SKILLS**

- Microsoft Word
- Microsoft Excel
- Research

**EXTRACURRICULAR AND HOBBIES**

Guitar, Ballet, Piano, Autism Playgroup, Reading, Karate, Netball, Community Service Trip to Ecuador, Taming of the Shrew Play, Model UN, CAS Project, Yoga

**AWARDS AND ACHIEVEMENTS**

Honors and High Honors, Sciences Subject Award, Physical & Health Education Subject Award, Music Subject Award, Language And Literature Subject Award, English Subject Award, Somersfield Academy Senior Star Award, Duke of Edinburgh Bronze, Sportsmanship Award, Completion of Bermuda Red Cross Babysitting Course, International Baccalaureate Middle Years Program Certificate, International Baccalaureate Diploma

**References available upon  
request**