

Statement of qualifications

- October 2012 – Head of G7 Presidency logistics, HM Treasury (UK Finance Ministry)
present Project lead for all logistical aspects of the 2013 UK Presidency of the Group of Seven (G7) international forum. Managed the budget of £1m ensuring accountability and suitable governance arrangements followed for HM Treasury and the Bank of England as budget holders. As well as organising and supporting conference calls at Ministerial and Deputy level also planning and delivering a set piece meeting hosted by the Chancellor (Minister of Finance) and Governor of the Bank of England for Finance Ministers and Central Bank Governors and heads of a number of international financial institutions.

- June 2010 – Head of Olympic & Sport Spending, HM Treasury (UK Finance Ministry)
October 2012 Internal lead for the £9.3bn Olympic and Paralympic Games budget and around £200m Government spend on sports policy. Understanding the resources needed in the context of the current landscape and advising HMT ministers on all aspects of spend in these areas and implications of changes to budgets. Ensuring and monitoring effective spending control, appropriate risk management and value for money and efficiency for the tax-payer. Provide constructive challenge, where necessary, to collectively deliver desired outcomes.

- February 2009 – Economic Adviser, Social Fund Team, UK Department for Work & Pensions
June 2010 Accountable for various elements of the Social Fund, including improving delivery of Community Care Grants, worth £139m in 2010.

- June 2008 – Economic Adviser, Long Term Benefit Strategy Division, UK Department for Work & Pensions
January 2009 Secretariat to governance structure for 2009 reform of the welfare agenda. Role included management of Directors group, co-chair of official steering group and member of project management office.

- March 2006 – Private Secretary to the Secretary of State, UK Department for Work & Pensions
June 2008 Supported Secretary of State on all children, poverty and international matters.

- September 2005 – Economic Adviser, EU & International Labour Market Division, Department for Work & Pensions,
March 2006 Analyst on all aspects of non UK labour markets. Managed evidence base for status of the UK labour market compared to other countries. UK representative of EU Employment Committee sub-group

- July 2004 – Economic Advisor, Private Pensions Analysis Directorate, UK Department for Work & Pensions
September 2005 Provided analytical research, policy papers and secretariat support to the X-Gov group on Annuities.

Education & skills

- October 1999 – University of Bath, UK
June 2003 2:1 (BSc Hons) Economics with Industrial Placement

 - 2009 Prince II Foundation and Practitioner

 - 2008 onwards Government Economic Service Graduate Assessor
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