Curriculum Vitae

Callum James Forman

A person with a mustache

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KEY ATTRIBUTES

I am an enthusiastic and organized person who enjoys working in an environment that brings me into direct contact with the customers and allows me to work with a large group of people. I have experience working in a front of house role for Dynamic Earth Edinburgh (September 2021-Present) the Edinburgh Book Festival (2021, 2019) Summerhall during the Edinburgh Fringe Festival (2017) as well as having been a carer for a young man with Down Syndrome. I have good interpersonal skills and am able to communicate with people at all levels. My organizational skills have been developed through my university studies and I am computer literate. I have good team working and time management skills and can work under pressure.

EDUCATION

November 2021- April 2022: The TEFL Academy

Level 5 TEFL Course pass with Merit

Assignment A: Pass Assignment B: Merit Assignment C: Merit

September 2015- July 2021: University of Glasgow

Master of Arts with Honours of the First Class in Central and East European Studies and History

September 2009- June 2015: Peebles High School, Springwood Road, Peebles EH45 9HB

May 2015: Advanced Higher- History (A), English (A).

May 2014: Higher- History (A), Modern Studies (A), Biology (A), English (B), Chemistry (C).

May 2013: Standard Grade- 8 credit level passes (including Math’s and English)

EMPLOYMENT

September 2021- Present: I am currently employed as a visitor service guide at Dynamic Earth, an earth sciences museum in Edinburgh. My duties involve interacting with customers in each of our various galleries, requiring me to quickly learn new information, respond to the questions of customers and aid customers with any access requirements they may have. Additionally, the role also involves working at a meet and greet desk, welcoming customers to our venue and selling them tickets. The role has allowed me to greatly improve my public speaking and presentation skills and given me the opportunity to present educational material to both adults and children, teaching me the importance of catering your presentation to your audience.

August 2021 and August 2019: Worked as a front of house assistant for the 2019 and 2021 Edinburgh International Book Festival. Building on my skills I had learned at the Edinburgh Fringe Festival in 2017 to a larger and busier venue. My duties involved checking tickets and managing lines, cleaning venues, public areas and toilets and helping people around the venue, particularly those with additional needs. I was primarily stationed at a venue out with the main book festival site, where together with one other I was responsible for a venue capable of seating 200 people, which required quick turn arounds between events and cleaning. This role brought me into contact with a wide range of customers from parents and toddlers to the Elderly and involved long hours with early starts and late finishes. My personal achievements in this role included the re-organization of an inefficient queuing system to ensure quicker access to venues without having to increase staff numbers and in aiding a participant in distress during an event to continue in their act.

July 2017- August 2017: Worked as a Theatre Usher for Summerhall during the 2017 Edinburgh Fringe. Through this job I built on skills I had learned as a volunteer usher in a busier and more professional environment. My duties as an Usher involved me checking tickets and managing lines; cleaning venues, public areas and toilets and helping people around the venue, particularly those with additional needs. Additionally I was stationed at an information desk where I performed the tasks of announcing shows over a loud speaker; managing a cloakroom and lost property and printing out tickets. This extra responsibility showed I was a trusted member of the Summerhall front of house team, how to balance multiple tasks at once and brought me into greater contact with the public whether that be to show them to a venue or to deal with a complaint. For much of the Fringe run I was entrusted with additional responsibility by working with a second party on an offsite location, this helped me to develop a greater workplace independence and how to adapt in a changing working environment.

June 2014- September 2017: Part time job looking after a young man with Down syndrome. This role involved me looking after him after school and in the school holidays, helping him to participate in various activities such as swimming and the Scouts and taking him on days out. This role has not only taught me valuable lessons in looking after vulnerable people but also how to handle challenging situations in public spaces calmly and efficiently.

VOLUNTARY WORK

January 2011-April 2014: Usher at the Eastgate Theatre, Peebles. My role involved checking tickets, selling programs and ice creams and supervising audiences to ensure we complied with fire and safety regulations. I also occasionally assisted with the box office and with technical work for performances. Over my time as an usher I gained experience in assisting various types of audiences from small children to the elderly.

I was a Clyde-sider (Volunteer) during the Glasgow 2014 Commonwealth Games for the Judo. My role involved escorting the athletes into and out of the competition area and looking after their belongings while they were competing. This gave me experience of contributing to the smooth running of a major sporting event.

ACHIEVEMENT AND INTERESTS

In my second year of studies at the University of Glasgow I was awarded the ‘Greta C Tweeddale Prize 2016’ for my work in the course ‘Society, Culture & Politics in North America’.

While at University of Glasgow I have become a member of the Student Television Society -GUST and was elected as a Producer for Comady and Drama from December 2020-July 2021 and co-producer for Lifestyle from September 2018-December 2018. During this time I was in charge of programming covering various activities that students get involved with within the University and around the city. This role and my wider involvement in GUST has helped me develop my timekeeping and management skills. A full catalogue of my work can be found at <https://gust.tv/>

I was Head Boy of Peebles High School from 2014-15. This role gave me experience in organizing events and meetings and in public speaking.

I received Gold Duke of Edinburgh Award in 2016. This taught me the importance of teamwork and of seeing projects through to completion.

I have from a young age had a keen interest in drama and acting and attended Scottish Youth Theatre classes from 2007-9 as well as the 3 week summer program in 2013 that culminated in a performance of “Mary Queen of Scots Got Her Head Chopped Off”. Other highlights in acting for me include Benvolio in “Romeo and Juliet” in 2011, Laertes in “Hamlet” in 2015 and performing in shortened versions of Macbeth and Comedy of Errors during the 2015 Edinburgh Fringe. All these have helped me develop my confidence in public speaking and taught me the importance of hard work within a team of people.

REFEREE

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