

**John Williams**  
87 Portland Street  
Edinburgh, EH12 9DN  
Schotland, UK  
Telephone: 0161 234 5000  
e-mail: [j.williams@mail.com](mailto:j.williams@mail.com)

## Profile

I am a motivated expert of international cargo trade with a strong analytical mind and efficient communication skills.

## Skills & Achievements

<b>Business</b>	Single-handedly increased business transactions
<b>Analytical</b>	Can analyse and improve problems immediately
<b>Organisational</b>	Combine multiple responsibilities
<b>Communication</b>	Corporate representative
<b>Interpersonal</b>	Manage US client database

## Employment History

- 2004 - Junior cargo trade manager  
BAA Edinburgh Airport**
- analysed and improved trade with US partners
  - Edinburgh cargo trade representative in BAA meetings
  - co-author of business report 2005
  - currently developing new business plan for pan-Atlantic trade
- 2002 - 2004 Junior cargo trade manager  
Inverness Airport**
- responsible for US partners
  - helped to increase business activity by 11% in one year
  - co-author of annual business report (2003)
  - suggested new business opportunities
- 2001 – 2002 Junior Import / Export Analyst  
Manchester Airport**
- implemented research results of SWOT analysis, increasing business
  - suggested new international partners, leading to contract with UPS

## Education & Training

Degree	BSc Economics, <b>Manchester Metropolitan University</b>
A levels	Business, Sociology, English
GCSEs	Seven Grade C or higher, including English, Economics and Maths

## Interests and pastimes

- member of British Aviation History Society
- co-author of international trade manuals
- guest lecturer of international trade at Manchester Metropolitan University