Amira Hussain

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PROFILE

Politics and International Relations graduate (2:1, University of Nottingham) with experience in a local council casework team and as an elected student representative. Writes clear briefings, works well with people from different backgrounds and wants a career delivering public services.

EDUCATION

BA Politics and International Relations, University of Nottingham

2:1 | Nottingham | Sep 2021 – Jun 2024

- Modules: Public Policy Analysis, British Politics, Research Methods, Global Governance
- Dissertation: how local councils consulted residents on low-traffic neighbourhoods

A-levels, Bilborough Sixth Form College

AAB | Nottingham | Sep 2019 – Jun 2021

- Politics (A), History (A), Sociology (B)

EXPERIENCE

Casework Intern, Office of a Nottinghamshire County Councillor

Nottingham | Jun 2024 – Aug 2024

- Logged and progressed 85 resident enquiries on housing, roads and schools, meeting the 10-day response target for all of them.
- Drafted 2-page briefings on local planning applications for the councillor ahead of committee meetings.
- Analysed enquiry data to show that pothole complaints had doubled in two wards, which the councillor raised with highways officers.

Academic Representative (elected), University of Nottingham Students' Union

Nottingham | Sep 2023 – Jun 2024

- Represented 260 students in staff-student meetings and gathered feedback through a survey with 140 responses.
- Worked with academic staff to move two assessment deadlines that clashed, agreed within 3 weeks.
- Explained changes to students in short, plain-English updates.

Customer Adviser, Lakeside Leisure Centre

Nottingham | Sep 2021 – May 2023

- Resolved booking complaints face to face and by phone, escalating safeguarding concerns in line with policy.

SKILLS

Briefing and report writing, Policy research, Data analysis in Excel, Stakeholder engagement, Casework management, Public speaking

LANGUAGES

- Urdu (fluent)
- French (intermediate)

VOLUNTEERING

- Homework club volunteer, Nottingham community centre, 2022–2024