

THINES GANESHAMOORTHY

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## Personal Statement

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UCL Graduate with interest in project management, policy and research working in the public sector concentrating on disability welfare and benefit policy. I am Prince2 Foundation certified and bilingual in English and Tamil.

## Key Skills

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- Prince2 Foundation Certified
- Administration
- Event Management
- Stakeholder/ Client Management
- Research
- Social Media
- Public Speaking
- Policy making

## Education

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### **BA Politics and East European Studies**

University College London 2013 – 2018

- 2:1 Classification
- Modules specialising in the East European region. Modules covered history, politics and sociology of the region
- Dissertation looking at “How can you explain Belarus’ performance regarding their infant mortality rate versus that of Lithuania between 2000 – 2016?”

### **A Levels**

Haberdashers’ Aske’s Hatcham College 2011 – 2013

- Mathematics (A), Economics (A), Government and Politics (B), Computing (C)

### **GCSE**

Haberdashers’ Aske’s Hatcham College 2009 – 2011

- 13 A\* - B
- English Literature (A\*), Mathematics (A\*), English Language (A)

## Employment

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### **Cabinet Office**

Generalist Fast Streamer October 2019 – Present

- FOI and Correspondence drafting relating to relevant policy area
- Organising, facilitating and administering Policy Subgroup
- Overseeing international evidence gather which contributed ministerial submission
- Working alongside stakeholders to manage modelling of assessment volumes to inform future contracting and mitigate any unexpected consequences of increased assessment volumes

## **Royal College of Paediatrics and Child Health**

Education and Professional Development Assistant

January 2019 – October 2019

- Implemented translation process for patient feedback tool to make the process more accessible to families and carers
- Created new social media graphics to improve awareness and benefits of using services
- Supported communications, data checking and planning of 18000 user data migration
- Updated face to face course offering page on learning management system to increase accessibility and ease of understanding
- Responsible for overseeing and administrating patient feedback collection process for doctors as part of revalidation process
- Ran successful webinar with 110+ live attendees with a 96% retention for duration of webinar

## **Royal College of Paediatrics and Child Health**

Programme Administrator

January 2017 – December 2017

- Supported migration of Disability Matters and MindEd programs to new host platform
- Co – led the planning, creation and delivery of the ‘I Can, We Can’ resource pack.
- Managed social media presence for the Disabilities Matters program, increased following by 20%

## **Foreign and Commonwealth Office**

Summer Diversity Internship Program Intern

July 2015 – September 2015

- Led on re – development of SharePoint page used by honorary consuls worldwide
- Evaluated new children and young people safeguarding e – learning being offered to consular staff and provided recommendations on where gaps were seen and potential solutions
- Supported in the improvement of Emergency Travel Documents issuing system
- Evaluated the compliments and complaints data for 2014 consulate services

## **Volunteering**

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### **Royal College of Paediatrics and Child Health**

RCPCH &Us Youth Advocate

September 2013 – December 2018

- Supported development of several policies and guidelines in relation to children and young people health and wellbeing at RCPCH and across wider NHS structures including Chief Medical Officers Report, 2012
- Organised and co – chaired youth health related events presenting and launching products and resources
- Co – managed the 3 main &Us networks with the 2<sup>nd</sup> highest following of all linked RCPCH accounts

## **Other Notable Achievements**

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- Editor - in - Chief, Looking East (September 2015 – September 2017)
- UCLU Disabled Students’ Officer (October 2014 - August 2015)
- Service User Member, NICE Guideline Development Group for ‘Transition from Children to Adults’ Services’ (June 2014 – February 2016)