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Qualifications Economics Bsc (Hons)  
Diploma in Personnel Management  
Diploma in Health and Safety

**Short Career Summary**

Alison has been a Director of Awaken consulting since 1998. She is responsible for the administration and day to day running of the office. She also manages all financial aspects of the company. Prior to taking on this role Alison has worked in personnel in a variety of industries including the service industry and manufacturing. She also does voluntary work within the community and currently holds the position of Vice Chair on the local Schools Governing Body.

**Work Experience**

**British Rail**

Personnel Management Trainee - training given in all aspects of management of personal contracts, sickness and absence, pensions, salary administration, health and Safety and identification of training needs.

**Travellers Fare**

Personnel Assistant – working within a busy personnel office with specific responsibility for recruitment into Catering Units in London Stations and the development of a training package for Supervisors.

**Brand Personnel Manager – Travellers Fare**

After privatisation of the company worked on developing the role of personnel within a branded environment. Responsible for all aspects of personnel

for approximately 25 licensed catering units throughout the country

**Britvic Soft Drinks**

Factory Personnel manager supplying a personnel service to over 200 people in a 24/7 manufacturing environment. Responsible for day to day administration of personnel administration of the workforce as well as control of training needs analysis, maintenance of the Performance management system, recruitment and control of Health and Safety including the budget.

Alison took a career break from 1991 to 1998 to travel and start a family. She then chose to come into the family business in an administrative capacity. Since starting the role has grown comprehensively and she has acquired new skills mainly in the area of financial controls which has proved invaluable with the growth of the company.