

# CHRISTY

## DATA PROTECTION SUPPORT OFFICER



### PROFILE

Christy is a diligent Data Protection Support Officer with extensive administrative and safeguarding experience. She has supported HR, policing, and operational teams, developing strong skills in stakeholder liaison, sensitive data handling, and onboarding processes.

Calm under pressure, Christy is highly organised and confident working to strict deadlines. She brings a proactive, detail-oriented mindset to her role, with a proven ability to manage sensitive matters with discretion and professionalism.

### LANGUAGES

✔ English

### SAMPLE EXPERIENCE

As HR Administrator in the utilities sector, Christy supported the onboarding of new employees, produced contracts, maintained data accuracy, and coordinated company audits. She also contributed to data cleansing efforts and ensured HR records were compliant and up to date.

Previously, Christy worked in safeguarding roles within the policing sector, including supporting victims and witnesses of domestic abuse. She conducted investigations, risk assessments, and multi-agency meetings, whilst maintaining clear documentation and handling highly sensitive personal data.