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**Personal Statement**

As a graduate of Sheffield Hallam and fervent employee, I am looking to transfer and further develop skills from previous employment and education into a forward moving company. Coupling an enthusiastic work ethic with an efficient and organised mind set, I will help move your company forward from my role within whilst further developing my own skill set.

**Key Skills Summary**

* **Software Proficiency -** Experienced Windows and Android operating system user, Photoshop CC, Dreamweaver CC, Fireworks CC Flash Professional CS4. Microsoft 2013 suite including Access, Excel, Project and Publisher. Experience using MySQL and WebMatrix to create databases, and other third party database software to fill and amend records. Other software includes video editing suites such as Premier Pro CS6.
* **Hardware Proficiency –** Talented at designing and building PC from individual components, through to installing the unit and software and ultimately configuring to end user specifications and maintaining the systems health throughout its use. Experience using various input methods including graphics tablets. Troubleshooting and upgrading hardware and software. Also experienced using DSLR cameras.
* **Coding Proficiency** **-** Experience writing HTML5 and XML with integrated CSS3 and JavaScript in a plain text editor. Refreshing my knowledge of SQL and JavaScript and learning .net. Experience writing Action Script 3.0 within Adobe Flash Professional CS4. I working understand of general coding methodologies and semantics, including correct formatting and modulating code and working to gain more practical experience using it.

**Education**

**Sheffield Hallam University, 24/09/2007- 30/05/2008 , Information Technology (Software), Degree of Bachelor of Science Third Class with Honours.**All units passed including Internet Entrepreneurship and Information Technology Project Management.

**York College, 21/09/2005 – 04/07/2007, FdSc Applied Computing.**All units passed including Web Application Development, Professional Project, Management of Computing Projects Principles of Software Programming and Multimedia Technology.

**York College, 25/09/2003 - 22/07/2005, Information Technology Practitioners (Software Development), Level 3 BTEC National Diploma (Triple Grade Merit, Merit, Pass).**  
All units passed including Website Management, Website Development, E-commerce, and Programming Concepts and Practice.

**York College, 25/09/2003 - 02/02/2004, ECDL Part 2 - All Units for BCS Level 2 (Full Pass).** All units passed required for BCS Level 2.

**Easingwold School, 09/1999 - 06/2001, GCSE .**7 GCSE passes (Grade C or above) including Information Technology (B), Science: Double Award (C).

**Employment**

**Assistant Farm Manager (Reynard’s Farms) 2009 July – Present. .**My roles include delegation of staff whilst managing an unpredictable workload and working until the job is done. With forward planning and time management skill, including working weekends, I managed to achieve a higher output of stock from the unit. By introducing a sow management system I enabled myself and other staff to track the progress of animals and see their history. Because of this I was able to make informed decisions that increased overall farm productivity. I was responsible for increasing the unit output, and then maintain the high standard I created allowing a more efficient production whilst reducing costs.

**Farm Labour (Reynard’s Farms) June 2008 – July 2009. .**I furthered my stock management knowledge and learnt how to read early signs of developing problems which affect stock wellbeing, and how this affects overall production. Using intuition and request for larger workloads I furthered my knowledge of the job and company and made small changes within my role and earned promotion to assistant farm manager.

**Part time Farrowing Assistant (Reynard’s Farms) Sept 2004 - Dec – 2008.**Learnt to manage stock and the systems in place to allow the unit to run with efficiency.

**Bar Manager at the Oak Tree pub, Helperby. 2006 – 2007. .**Managed a small team of staff while maintaining customer relations, organising inventory and assisting in the running of the business. Introduced a small network to allow orders to be taken at the bar and delivered to the kitchen and alerts to be sent back to maximise staff efficiency and communication between work areas.

**Bar Manager at The New Inn, Tholthorpe. 2005 – 2006. .**Developed customer interactions and turned them into skills to increase business productivity and increase sales. Learnt the basics of staff management and methods to increase overall efficiency.

**Bar Staff at The New Inn, Tholthorpe. 2003 – 2005.**Gained experience working with public as a front of house member of staff and learnt how vital customer relations are made.

**Hobbies**

I dedicate time to develop skills and further my knowledge by learning new programming languages such as ASP.net and PHP. I enjoy DSLR photography including HDR and macro photography. With a creative mind-set I have achieved grade 4 trumpet whilst learning other instruments in the process. As a competitive bouldering climber I have attained 2nd and 3rd in York-based competitions by showing dedication towards training and commitment to routine. I am currently working with a climbing team to find weaknesses and trade skills to build a stronger all round team. I also keep motivated by means of swimming, running, and reading.

**References**References are available on request.