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# **Particular Strengths**

#### Personal

- Proven ability to deliver jobs to meet deadlines
- Good interpersonal skills, honed by managing job briefs and schedules with staff and customers
- Ability to work unsupervised using own initiative or as part of a team

# Extensive experience in the areas of book and magazine layouts and typography

- Excellent layout and design skills
- Experienced in the production of high quality client presentation visuals
- Development of original typefaces
- Fluent in the use of both PC and Apple computers
- Over 20 years experience using Adobe Creative Cloud

# Photography and Digital Imaging

- Good working knowledge of photographic techniques to produce product images and promotional content
- Generation of original images optimised for web and social media (Twitter, Facebook and Blogs)

## Web Design

Experienced in the design of web sites using the following languages/techniques:

- HTML, CSS, JQuery and MySQL
- Dreamweaver used as a development environment

# **Employment & Experience**

## November 2021 - Present Self Development

- Continuing web design self development
- Learning to use Adobe Premiere
- Supporting my partner by looking after our children, so she can achieve her career goals

## February - November 2021 Graphic Designer - SQL Workshop Ltd/Cult Pens, WH Smiths

Same role as below to assist the products team to meet targets.

## May 2012 - August 2020 Graphic Designer - SQL Workshop Ltd/Cult Pens

Responsible for the design and implementation of all graphics output for *Cult Pens* and its website, including the introduction of new products and maintenance of an image database of over 14,000 products.

#### Key responsibilities include:

- Creating and maintaining imagery for the website (products, promotional banners, categories, logos)
- Composing, shooting and editing photographs to promote new products
- Creating advertisments, flyers, roller banners, stationery, labels and other printed materials as required
- Designing layouts for company newsletter Penorama using Mailchimp
- Producing blogs using WordPress to support specific products/promotions
- Assisting the WH Smiths graphics team when required

## November 2009 - May 2012 Digital Media Designer - Freelance

- Produced commercial websites for several companies.
- Also as a self-development activity, continued website design training in MySQL and PHP culminating in the design and creation of a shopping website as a demonstration of skills acquired.

#### November 2000 to June 2009 Studio Manager - Martin Harris Creative Media Ltd

Producing designs and artwork for:

- Brochures, Magazines, Book jackets, Corporate ID, Posters, Adverts
- CD inlays and disc artwork
- Websites

Responsible for complete projects, from initial ideas through to finished product. Examples include:

- National Trust Devon and Cornwall (Spring/Summer/Autumn/Winter) Ad campaigns 05-07
- 160 page book, Brunel's Hidden Kingdom
- Torbay Coast and Countryside Trust Grassroots magazines
- Family Group Conferences Together magazines

Additional Roles and Responsibilities:

- Managing projects to deliver within the agreed schedule and cost
- Proofing both text and artwork, making changes to customer requirements and preparing final files for print
- Liaising with clients
- Supervising the everyday work of a Junior Designer and Administrator
- Managing the Office (in the owners' absence, including periods while employer was on holiday for several weeks) keeping time sheets detailing hours spent per project

# **Qualifications**

## **Advanced Media Engineering Ltd**

Dreamweaver course

#### Plymouth College of Art and Design

Achieved HND in Graphic Design with 11 Distinctions (the highest number awarded in a class of 30 students)

#### Exeter College/ Coombeshead College

4 A Levels (Graphic Design, Photography, Communication Studies, Design and Technology)

# **Coombeshead College**

9 GCSEs (including English and Maths)

#### Other Information

I am a British citizen and have a valid UK passport and full driving licence.

For some examples of my work please visit: wiltondesign.co.uk