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Work Profile

A loyal, confident, and highly committed person with a "can do" attitude. An energetic team player with a creative flair and the ability to work within a fast-paced environment.

Key Skills

* PC Literate
* Familiar with numerous packages including Microsoft, Macromedia and Adobe
* Front-end Development using Valid HTML, CSS & JS
* Back-end Development using PHP & MySQL
* Content Management Systems (CMS)
* Responsive Web Design (RWD)
* Search Engine Optimisation (SEO)
* Hosting and Maintenance
* Effective and clear communication skills
* Good eye for detail

Work History

2012-Present

Doncasters Trucast Ltd., Isle of Wight, UK

Production Operative > Team Leader > Process Technician > I.T. Support & Administration

I returned to my position at Doncasters Trucast after receiving a phone call asking if I would like to return.

Shortly after, I was offered a Permanent Contract with the company to provide a little job security should there happen to be any further redundancies in the future.  
Upon my return, I remained working in the Wax Department increasing my skills to Riser Mount, Cleaning & Assembly, Plastic Linisher, MPI Operator & Die Setting, Battenfeld Operator & Die Setting, Modtech Operator & Die Setting, Auto Operator & Die Setting, Backface Changing & Die Cleaning.

Once I had learned all the skills available in the Wax Department, I was given the opportunity to progress around the remaining parts of the factory and have since increased my skills in the Shelling Department to PCL/MV Precoat, PCL/MV Shelling, WDS Shelling, Vermiculite and Wrapping.

It was at this stage I decided to try and give something back to the company and help out by accepting the role and then training to be a Fire Marshall, First Aider and Train the Trainer.  
Due to my ongoing development I was given the opportunity to take up a stand in Team Leader position providing cover for both day shifts while the Team Leaders were away, Leading the teams of both the Wax and Shell Departments. This later lead to me being enrolled on a Leadership Development Programme where I got to increase my leadership skills and learn more about myself and others.

Not long after the completion of this programme I was promoted to Deputy Team Leader providing cover across both day shifts and the night shift and then on to a full Team Leader position.

To date, I have now been a Team Leader of the Wax Department, Shell Department, Cast Department and Post Cast Department completing the full process of the factory, working, and running every department the factory has to offer.

I was then offered the chance to move into a Process Technician role due to my understanding of the process, while in this position my duties included monitoring processes, develop, and adjust machine parameters, test batch quality, evaluate quality requirements, and, in fact, do everything necessary to ensure efficient, ongoing production.

My latest move now sees me branch into the I.T. Department where I have recently completed a 6-month secondment and have been promoted to a permanent I.T Support & Administration position.

Moving forward I plan to complete a 24-month apprenticeship in ICT and become an I.T. Team Leader / Manager, Watch this space!

2011-2012

Doncasters Trucast Ltd., Isle of Wight, UK

Production Operative

My position at Trucast was in the 2” Wax Room where my main duty was Assembly of Wax Patterns ready for Backup Shelling; I also helped with other jobs in the MV Wax Room when I was needed including Assembly of Wax Patterns, Running MPI Presses and anything else I was needed for.

Sadly, I was affected by Company Redundancy as I was on a Temporary Contract,

Although I gained some great skills, experience, and references.

2010

Careers Development Group, Newport, Isle of Wight

Work Placement

My position at this placement included general receptionist duties including welcoming visitors, answering phone calls, photocopying, printing, and filing.

2003-2006

Ceramic Substrates and Components Ltd, Newport, Isle of Wight

Factory Operative

While at this position in the factory I gained new skills including learning to work from drawings, spraying, packing, fettling, having a good eye for detail and learning to use a whole range of hand & power tools including drills, mills, lathes, and presses.

2002

Sandown Internet Café, Sandown, Isle of Wight

Work Placement

My position at this placement involved starting up the network in the mornings, helping customers with any problems they might encounter during the day, helping users training for their ECDL qualification, working the till and shutting down the network at night. Whilst at this placement I also set up and run my own web hosting company and got into web design and development.

2001

Staddlestones, Ryde, Isle of Wight

Work Placement

My position at this placement involved assisting with MOT testing and general repair and servicing of vehicles, as Staddlestones is a Nissan garage it gave me chance to utilize my existing skills and learn new skills in this field.

2001

Dave Coopers, Ryde, Isle of Wight

Work Placement

My position at this placement involved repair and servicing of vehicles, as Dave Coopers is a Volkswagen garage it gave me chance to utilize my existing skills and learn new skills in this field.

Education and Training

INFOSEC IQ Annual Security and Privacy Awareness Training 2021

INFOSEC Monthly 1: MFA 2021

INFOSEC Monthly 2: Files 2021

INFOSEC Monthly 3: WFH 2021

INFOSEC Monthly 4: Policies 2021

INFOSEC JTF: Phishing 2022

INFOSEC JTF: Malware 2022

INFOSEC JTF: Password Security 2022

INFOSEC JTF: Safe Web Browsing 2022

INFOSEC JTF: Ransomware 2022

INFOSEC JTF: Malware 2022

Future Quals FAQ Level 3 Award in First Aid at Work 2021

BRITTOp Lift Truck Operator 2020

BRITTOp COVID-19 best practices for Cleaning and Disinfection methods of Mechanical Handling and Plant Equipment 2020

Train the Trainer Training 2019

Fire Marshall Training 2019

Environmental Awareness Training 2019

Emergency Spills Training 2019

Prescience First Line Manager Programme 2015

Chartered Institute of Environmental Health 2010

Level 1 Award in Health & Safety in the Workplace

Learn Direct 2002

Introduction to Computers

Introduction to Spread Sheets

Introduction to Word Processing

Isle of Wight College1999-2001

Repair and Servicing of Road Vehicles Level 1

Ryde High School 1997-1999

Science Art & Design

Mathematics Design & Technology

English Geography

Additional Information

Willing to work flexible days, hours, nights, or shifts, also Extra Hours/Overtime as and when required.

Hobbies/Interests

Have a passion for computers and working with them. I have designed, coded, and hosted many websites for friends and family and have provided many other web services to the public.

References available on request