

driver but within 5 months I had trained as an assistant manager and shift runner.

Feb 2008 - Sep 2009

University of Bradford

Managing student helpers on the open days, and promoting the University's image

Mar 2008 – Sep 2008

Link Communication (www.linkcommunication.co.uk)

Working as a Website Manager, performing general maintenance. I optimised the site to improve search engine rankings and designed and built new pages, reworking all the graphics to ensure consistency of branding, and ultimate impact to potential clients.

July 2008 – Sep 2008

Charles Trent Ltd.

Working as an administrator in a new vehicle management yard in the Charles Trent portfolio. I showed an exceptional attention to detail with data entry, and handled a very diverse range of customers effectively.

Oct 2008 – July 2010

Royce Morgan Ltd.

My general title is as a Marketing Manager, however I have an extremely wide range of duties including web design, photography, and design for print. I work directly with the company directors and have creative control over large aspects of the company's marketing. I do administrative and secretarial work, copywriting, and I have revised company procedures to increase efficiency and cut costs. I currently manage our largest clients, and deal with the majority of after-sales enquiries.

Please note that a lot of my roles have had short durations based on the complications of relocating throughout my university studies, and some of them were project based and had fixed lengths.

University Project Experience

2008 - 'Addiction' - Group Project

First video based group project, I co-scripted, co-directed, produced, starred in and co-edited this 6 minute 'mock-u-mentary' and it was widely very well received. I learnt a great deal about video production, and team management.

2009 - 'Screen Me' live event

I conceptualised and managed the entire project, culminating in pitching the idea to the BBC. I learnt project and group management, sales pitching skills, and developed my researching and communication abilities.

2010 - 'Time Flies' - Individual Project

Creating a solo video project with no budget. The project was screened at the end of year University Degree show. I created the entire video with no budget.

2010 - 'Highly Addictive' - Group Project

I Co-produced, researched, co-post produced, and marketed, a 30-minute documentary on Heroin Addiction. Creating an entire press pack solo, including press release, marketing resources and a website. I found this particular group project extremely stressful as out of a group of 5, only myself and one other student contributed to large parts of university submissions. Overall I proved that I will go the extra mile, and work extremely well under high pressure.

www.highlyaddictive.co.uk

Anything else?

- I have held a full clean UK driving license for over 3 years
- I am a fluent French speaker
- Referees are readily available upon request
- I have an online portfolio in constant development, please visit - www.soulier.co.uk