

CURRICULUM VITAE

Name: John Holt

Address: (Removed, available on request)

Telephone No: (Removed, available on request)

Email: johnnyholt@gmail.com

Date of Birth: 26th March 1980

Education: South Bank University, 103 Borough Road, London SE1 0AA.
Awarded a 2:1 BSc (Hons) in Computing Studies in July 2002.
Awarded an HND in Computing (with distinction) in July 2000.
3 A-Levels, 12 GCSEs

Computer Skills: **O/S:** Windows 98/ME/200/XP, Windows Server 2000/2003.
Web Tools: Macromedia Dreamweaver Mx, Flash Mx, ShadoMX Content Management System.
Graphics Packages: Macromedia Fireworks, Adobe Photoshop, Microsoft Visio.
Databases: ITRIS2000 Recruitment Database, SQL and MySQL.
Languages: HTML, CSS, and basic knowledge of JavaScript and some php and cgi-scripting. Exposure to Microsoft Visual Studio .NET and Macromedia ColdfusionMx.
Other: TestTrack Pro (bug and issue tracking system).

Summary: With almost 4 years experience in IT, I have gained expertise in the areas of systems administration and web development. I have a good working knowledge of Web related tools and a solid grounding in the use and support of Microsoft Office/XP and 2000 Server.

During my employment with Etude Consulting I have carried out a variety of roles and responsibilities, giving me scope to learn new skills and to apply the knowledge I have gained through previous employment and my degree.

I am now looking for an opportunity where I will be able to join a team of enthusiastic professionals, ideally in an environment offering scope for career progression and skills development.

Employment: May 05 – End Aug 05: *IT Web Developer*, Etude Products Ltd (www.etude.co.uk)

I was offered a 3 month contract by a former partner of Etude Consulting Ltd to create a website for them. In this role I had to design the website from conception stage through to the final release.

This website was designed solely in CSS and utilised my knowledge of CSS, HTML, editing cgi-scripts and Macromedia Flash. Search

engine optimisation and creation of meta tags were also required in order to get the website quickly recognised by search engines.

Also, while in this role, I had to liaise with clients regarding the product we sell, sending them marketing material that I had created. Redesigned the company document structure and collating source code from developers ensuring it was up-to-date.

Sept 02 – May 05: *IT Web Developer/Internal IT Support*, Etude Consulting Ltd (www.etudeconsulting.com)

I was initially recruited to update the company's website and produce monthly email newsletters that were sent to the associate community. I transformed the existing website into a template driven version using Macromedia Dreamweaver. In this role I had to provide website statistics/analysis reports and manage subscription activity and click-thru statistics, which were collated and documented for management purposes and presented at marketing meetings.

As marketing activity within the company increased, I started designing banner adverts for use on partner's websites and also investigated the use of a GoogleAds keywords campaign as part of our marketing strategy. I designed offline marketing which included leaflets, flyers and magazine adverts and CD presentations.

I was part of a team of developers who designed a Content Management Solution for a client in the leisure and tourism industry, using ShadoMX and ColdfusionMX, using my skills for content filling and graphic manipulation. I was responsible for developing documentation and providing on-site training to the client.

My role within the company evolved and I was responsible for maintaining the internal IT systems and providing desktop support for users on-site and remote workers. I set-up and maintained the company network. It was also my responsibility to manage the company's ITRIS2000 database (an SQL based contact management/recruitment database solution), which involved the use of SQL to run specific queries and reports. In addition to building, installing and upgrading existing office equipment, I had created and implemented a back-up solution for the office. I was also responsible for maintaining, organising and securing a software library and license distribution.

I was made redundant in May 2005 due to the decision to liquidate the company.

Jun/Jul 01 & Jun/Jul 02: *Games Tester*, Sports Interactive Ltd.
Working on the Championship Manager computer game series, duties included identifying and reporting bugs in a clear and concise manner to developers using TestTrack Pro and bug investigation.

Oct 01 – July 02: *Web Developer*, JustScooter.com.
Working as a web developer for JustScooter.com in conjunction with my final year university project. My responsibilities included designing, developing, marketing and maintaining the website since it's foundation in October 2001. JustScooter.com ceased trading in 2003.

July 96 – Mar 03: *Stock Controller*, Tesco Stores Ltd.

Working part-time for Tesco since 1996 on the Stock Control department. Responsibilities include management of stock, customer orders and working in a small team.

Interests: My interests include playing and watching most sports, especially football and darts, and going to the gym.

References: Available on request.