

# Mr Adam John Elsbury

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## Web Design and Development Student

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### Key Skills

Picasa & Photoshop  
Microsoft Word, Publisher and Powerpoint  
Dreamweaver 8.0  
Multiple HTML/CSS frameworks including Bootstrap, Skeleton  
HTML & CSS Languages (Including Responsive Design)  
Web Development college qualification

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### Work Experience

#### Just Perfect Catering (2016)

##### Catering Assistant

- Cooking and meal/ingredient preparation for head chef in busy environment catering to Movie and TV sets
- General cleaning duties to high food agency standards
- Customer service care

#### Invacare (2011 – 2016) (Several Roles)

##### Warehouse Operative (Spares Department)

- Locating spare parts and shipping orders to customers using MFG Pro and Tuffnells Express
- General cleaning duties

##### Production Line (High Frequency Welding)

- Production of several different fabric based items related to the mattress side of the business using a high frequency welding machine
- Supporting the team leader and other members of the team

##### Specials Coordinator

- Entering Special manufacture orders into the company database using MFG Pro
- Interacting with customers directly (telephone/email) regarding orders and providing information about products and enquiring about concerns
- Representing the Specials Department at Management meetings
- Liaising with internal departments to arrange orders
- Developed and implemented new automated order acknowledgement process and customer relationship process, both which are still in place to this day

- Developed and implemented a new working process working closely with engineers to create customer cost estimates and accurate projected lead times

#### **Youth Of Bettws** (November 2010 – June 2011) (Youth Worker)

- Created and led activities for all the youth club attendees
- Provided support and duty of care to the young people of the centre whilst both on and off duty
- Used my skills and experience to carry out IT maintenance thus saving the centre money on external contractor costs
- Created and edited video advertising what the youth club did for the youth of the community, which was presented to the Mayor of Bridgend and the local councillors

#### **McDonald's** (May 2009 - June 2009) (Crew Member)

- Duties included; working the till machines/serving customers, cleaning duties (Ajaxing work surfaces/cleaning VATS/cleaning machinery), general cleanliness (Mopping up spilt drinks etc).

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### **Professional Qualifications**

#### **Web Design, Creation and maintenance: National Diploma Level 3**

- Merit

#### **10 GCSES Grade C or Above, 11 GCSES Grade D or Above:**

- Religious Studies (A)
- English Higher (A)
- ICT Option 1 (A)
- ICT Option 2 (A)
- English Literature (B)
- Science General (B)
- History (C)
- Additional Science (C)
- Welsh (C)
- Maths (C)
- Art and Design (D)

#### **2 A2 Level**

- English (C)
- ICT (C)

#### **4 AS Levels**

- Geography • ICT
- History • English

#### **Youth Work Qualifications**

- ASIST Suicide Intervention Training

- Food Hygiene (Level 2)
- UNCRC Rights of the Child (Level 2)
- NOCN Youth Work (Level 2)

**Qualifications Gained with Invacare**

- Wheelchair repair, maintenance and refurbishment
  - Spectra and XTR Product knowledge
  - Kuschall Product knowledge
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**Hobbies & Interests**

Front end Web Development, Graphic Design, and various sports.