

# STEFAN CARTER

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## **Summary**

As someone who always enjoys taking on new challenges and learning new skills, I did not want to let the recent events in the world go by without coming out of it with new knowledge and a new focus for the rest of my life. This is why, when placed on furlough at the beginning of the pandemic, I decided to undertake some further learning to better myself and my future career. I am currently part way through my studies with the Code Institute, studying towards a diploma in Full Stack Web Development.

Working in various roles over the years has helped me build up a comprehensive ability to keep calm in any situation, whether it be with angry or unhappy customers or problems that may arise within the working surroundings or being given a task to achieve in a timely manner. I am a passionate person always wanting to improve myself and the team and company around me, with the mindset that I work with the company, not for the company.

I am hoping to now get my foot in the door, and kick start my career using the skills I am learning through the Code Institute, to set me up on my way

## **Work History**

### **ArtArtArt                      11/18 - 08/20** **Product Co-Ordinator**

My role at ArtArtArt was a varied one, which includes doing a mix of everything around the whole picture framing company. The duties included liaising with clients to establish their needs for upcoming orders, providing quotes and collating all materials and artwork necessary for the art technicians to complete their jobs. Since I started this role I helped to streamline the process from initial order to finished product and helped shift the company on the way towards a paperless system. Due to the day to day variety in this role, I was required to be self motivated to see where my attention is needed the most at any given point, to see where I could help the whole team.

Unfortunately, due to the events this year, I was made redundant due to lack of business orders.

### **Wincanton Logistics    04/17 - 03/18** **Warehouse Team Member**

This role involved collecting items and collating orders ready for delivery to stores. Although this was a temporary job I took to see me through until I went travelling, I gained great experience in time management and hitting targets. I often exceeded my targets and worked hard to achieve this. I left this role to go travelling around South East Asia.

### **TopCashBack                      07/15 - 04/17** **Projects Co - Ordinator**

During this role at TopCashback I was the main point of contact for any bugs / errors in the internal working system or on the website itself. This could range from a simple pricing error, a spelling mistake or the entire website being down. I was involved in gathering all information about the issue that I could from the employee that initially raised the issue and, where I could not solve the issue myself, liaise with the IT department to work together to bring the issue to a satisfactory resolution. Due to the size of the member base for the website (6,000,000+ members), this meant that a calm nature was needed when various errors would come through.

As well as being the main support for any urgent issues which arose, my role also involved working with the various teams in the business to develop new systems and implement any improvements / changes to the back end systems as well as changes to the UK / International websites. I would then test any changes across various browsers and devices before going live with any changes. I was part of a highly dynamic project team including 4 other team members. The main day-to-day duties of this role involved overseeing a team of technical staff, passing through the next project and overseeing this from start to finish as well as organising the benefits and acceptance criteria of the next project.

### **TopCashBack    11/14 - 07/15** **Online Claims Advisor**

The main duty in this role involved assisting the member base of TopCashBack with the progression of their missing cashback claims. Due to the volume of claims which came through each day and the amount of messages posted on each, a fast paced working attitude was needed, while not letting the level of customer

service standards suffer. Some claims were quick to resolve and required a simple message or request to conclude them, while others involved looking further into the history of the claim, member and network to investigate what had gone wrong or find a solution for the member.

The other main responsibility in this role involved dealing with various networks (working on behalf of merchants). This included submitting and retrieving the members' claims to the network to be resolved

## **Education**

### **Code Institute                      04/20 - Present**

Diploma - Full Stack Web Development

### **Teesside University            09/09 - 06/12**

BA(Hons) – Graphic Design (Advertising)

Grade – 2:1

### **Stafford College                      09/06 - 07/09**

BTEC National Diploma – Interactive Media

Grade – Distinction Distinction Merit

BTEC First Diploma – Media

Grade – Merit

## **Skills & Attributes Acquired Through Code Institute**

HTML FUNDAMENTALS	HTML Document, HTML Structural Elements, HTML Content Elements, Headings, Paragraphs, Divs and Spans, Comments, Attributes, Links, Lists - Ordered and Unordered, Lists - Description and Nested, Images, Forms, Form Description, Form Actions, Form Semantics and Validation, IFrames, Semantic Web.
CSS FUNDAMENTALS	CSS Type and Class Selectors, CSS ID and Attribute Selectors, CSS DOM Selectors, CSS - Inline and Embedded, External CSS and precedence, CSS Rules, Comments and font-family, Working with Text, Font Parameters, Font Color, Font Position, Font Spacing, Letter Spacing, Font Style, The Box Model, Box Border and Margin, Background Appearance, Background Positioning, Background Source, Box Sizing, Layout, Visibility, Positioning, Z-index. As part of this module, I was also introduced to the Bootstrap framework.
JAVASCRIPT FUNDAMENTALS	Introduction, Commenting Your Code, Seeing What's Going On, Variables, Working With Numbers, Number Types, Number Methods and Objects, Strings, String Escaping, String Methods, Arrays, Array Methods, Array Dimensions and Concatenation, Decisions Decisions..., Operators, Type Conversion, Loops and Iteration, Break and Continue, Functions, Calling Functions, Keywords, Function Scope, Object-Oriented Programming, this and Object Values, JavaScript in The Browser, The Document Object Model. I was also introduced to the JQuery framework while working on this module.  As well as these topics, I also learned about APIs and JSON. I also learned about integrating a Google Map into the page and manipulating the JavaScript to display different markers.
PYTHON FUNDAMENTALS	Numbers, Operators, Variables & Types, Variables, Number Types, Strings, Escape Characters, String Variables and Methods, Strings and User Input, Booleans, Operators, For Loops, While Loops, Range, Sequences, Indexing and lists, Break and Continue, Improving Reuse and Readability, Scoping and Functions, Modules, Collections, Mutability and Immutability, Dictionaries.  After learning the fundamentals of Python, I also learned about frameworks and have started educating myself further on the Flask framework after being introduced to it briefly on the course.

## **Skills & Attributes Still To Be Learned Through Code Institute**

DATA CENTRIC DEVELOPMENT	Data Fundamentals, Data Store Types, Database Fundamentals, Relational Database Design, A Database Management System In action - MySQL, SQL In Action, How Python Talks To Data, Python and MySQL, MongoDB, Create a MongoDB Database, Manipulate Data using Mongo Shell, Manipulate Data Programmatically With Python, Manipulate Data With A Custom User Interface.
FULL STACK FRAMEWORKS WITH DJANGO	What Are Frameworks?, Hello Django, Getting Set Up, URLs, Templates, Migrations And Admin, Models, Creating Data, Modifying Data, Testing, Deployment, Project - Boutique Ado, Project Setup, Authentication & Authorisation, The Base template, The Home Page, Products Setup, Product Filtering & searching, Product Sorting, The Shopping Bag, Adding Products, Product Modifying, Toasts, The Checkout App, Stripe Payments, Profile App, Product Admin, Deployment, Emails, Code Refactoring.

## **Skills & Expertise**

- Great ability to learn new computer programs and software / processes.
- Use of project management tools such as Trello and basic use of Jira.
- Experience of Adobe creative suite - Illustrator / Photoshop.
- Constant use of Microsoft Office applications on a day to day basis.
- Positive attitude and always wanting to please with any challenge / task.
- A keen eye for detail, always on the lookout for issues.
- Always willing to voice concerns / suggest any improvements to the team or company.
- Excellent at adapting to new roles and new tasks.
- Ability to work well on my own or as part of a team.
- A self motivator with a willingness to continue working until the job is done.
- Excellent communication skills with a friendly approachable attitude.

## **Hobbies + Interests**

Not content with sitting around wasting my free time, I enjoy traveling and visiting new towns and cities, whether this be a day out in the UK or going further afield, visiting cities abroad. The part I enjoy most is exploring, taking pictures and tasting the local food a place has to offer.

I like to listen to the radio, mainly Radio 2, with disappointing performances at answering popmaster. I also enjoy listening to podcasts such as the Infinite Monkey Cage, This Life Scientific and the Frank Skinner Show as well as anything else interesting and insightful. I enjoy to read, with my favourite reads being the works of Nick Hornby, Danny Wallace and Dan Brown for fiction works, and any book about astronomy and how the universe works for non-fiction.

I like to keep active through running, walking in the countryside, going to the gym and cycling (kind of). When it comes to watching TV, like my books, I enjoy any documentary on astronomy and space, such as The Sky At Night, and the Wonders series with Brian Cox. If not about space, I like to watch travel shows like ...With Simon Reeve and cooking shows to improve my culinary skills at home or a quiz show to test my general knowledge.