

Daniel Williams

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Personal Summary

I am a highly ambitious, enthusiastic and hardworking team player, who is passionate about technology and providing high-quality service to clients. I enjoy working in teams, contributing ideas; as well as working independently, effectively managing my own time. My strongest qualities are my communication and interpersonal skills, as well as my ability to troubleshoot problems. I am technically competent and quick to learn new things.

Employment History

Aug 2013 - Aug 2015

Cambridge International Centre – Chongqing, China

I collaborated and coordinated across multiple departments, producing an effective internal communication channel between students, teachers, the school's administration team and the company's admissions team. This resulted in close relationships and high moral due to my interpersonal and communication skills. I worked closely with the academic director to produce a new ICT curriculum for the school which I then taught for 2 years. I enthusiastically worked closely with the company's admission team during marketing events which included: enrolling new students, promoting the school and selling school resources. I helped to create an online presence by uploading new material to the school's website and posting on Weixin.

Jun 2012- Aug 2013

Language Assistant

British Council – Chongqing, China

In this role I taught English to multiple classes, each held up to 60 students which I had to manage myself; I also created personal resources, lesson plans and exams for my classes. I provided formative and summative assessments of pupils for colleagues and senior staff. I was responsible for managing my own timetable and being in a foreign country, I acted as a cultural ambassador.

Casual work during 2011

Retail Sales Assistant

NEXT & Hollister– Southampton, England

In these roles I served/advised customers, worked the till system, took deliveries, stocked selves and greeted customers at the front of store. I worked as part of a team, making sure customer waiting times were kept to a minimum and they received high quality service at all times. I was nominated "top sales assistant" based on my ability to sell products and advise customers to sign up to available services.

Academic Qualifications

PGCE Primary

Canterbury Christ Church University 2015 – Ongoing

Achieved masters level credits, postponed for final term as considering career change.

BSc (Hons) Computer Games (Software Development)

Southampton Solent University 2008 – 2011

Modules included: Databases, Engineering software systems, Mobile communications, Programming, Software system development.

Applied GCE Advanced Level: ICT

Fulston Manor School 2001 – 2008

12 GCSEs (including GNVQ in Computing) A-C grades

Fulston Manor School 2001 – 2008

Additional Skills and Achievements

ICT Skills:

- Highly literate in all Microsoft packages
- Knowledge in C++, C#, Python, Java, HTML CSS, JavaScript and JQuery.
- Networking skills
- Basic Linux skills

Achievements:

Passed HSK 5 Chinese language proficiency test equivalent to B2/C1 on the Common European Framework of Reference for Languages

Interests and Hobbies:

- Building websites
- Custom building computers
- Photography
- Learning languages (currently learning Italian)
- Playing guitar

Full, clean driving license.

References – Available on request