

MICHAEL BURTON

Stockport SK2
mykeyburton09@gmail.com
07907698320

I am a conscientious, persevering and reliable young individual who would be very grateful to be an asset to your team. I have lots of enthusiasm, creativity and a keen eye for detail. I have had good experience working in face to face roles and am now looking for my first job. I am keen and willing to undertake any role given to me and will fulfil this to the best of my ability.

WORK EXPERIENCE

Cafe Assistant

Rosie's Café - Stockport
August 2020 to August 2020

During my time in Rosie Café I was responsible for serving customers efficiently with food and drink orders and taking payments, operating the till, cleaning tables and chairs, taking away pots and cutlery. I helped to ensure that customers had enjoyed their visit.

Head Journalist, Graphic Designer and Student Coordinator

Aquinas College - Stockport
2016 to 2018

During my time at Aquinas college, I joined the college magazine team where I acted as a journalist and graphic designer. I became an eager member of the group and was rewarded with being given a leadership role to help other journalists and designers, also to enlist other students in being part of the team. I have been involved with production of four editions of the magazine. The magazine was a highlight of my time as an Aquinas Student. It combined equally my love for writing and designing and being part of a collaborative team

Barista

Costa Coffee - Stockport
September 2019

During this work experience I acted as a Barista and made sure all tables were clean, served customers on the till, washed pots, made drinks.

Digital Marketing Assistant

Cleartwo - Stockport
January 2019

I made a range of products such as bottle labels, personalized snapchat filters and social media posts for various companies which included using adobe photoshop and illustrator to create content, scheduling posts for multiple platforms such as Instagram, Twitter and Facebook. I also sent emails and made phone calls to talk to customers.

Junior Graphic Designer

Budget Print and Sign - Stockport

July 2016

Whilst I was involved with my work experience, I designed products for customers such as birthday banners, badges, posters, van signage and shop signage using Adobe Photoshop and Illustrator. I got to partake in exciting projects by myself and with my colleagues. I also had to perform admin tasks.

EDUCATION

A Levels in Graphics (grade B) and Media (grade C)

Aquinas College - Stockport

September 2016 to July 2018

BTEC in Music (Grade M)

Aquinas College - Stockport

September 2016 to July 2018

6 GCSE's B and C in Graphics, Maths, English, Music and Science

Stockport School - Stockport

September 2011 to July 2016

Pass in ECDL

Stockport School - Stockport

SKILLS

- Adobe Photoshop (9 years)
- Adobe Illustrator (9 years)
- Social Media Marketing
- Journalism
- Creative Writing
- Digital Marketing
- Graphic Design
- Microsoft Word
- Photography
- Youth Work
- Social Media Management

- Cleaning
- Microsoft Office
- Customer Service (1 year)
- Adobe
- Typography
- Printing

ADDITIONAL INFORMATION

Please view my online portfolio at <https://mykeyburton09.wixsite.com/mysite>

References

Samantha Quinn - squstaff@aquinas.ac.uk

Tony Varley - budget@live.co.uk

More available upon request