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| Mark Powell  76 Brindles Field · 07547511013  Markpowell1991@hotmail.co.uk |
| Skills  |  |  | | --- | --- | | * Highly Organised * Close Attention to Detail * Excellent Math Skills | * Full Manual Driving License & Car Owner * Excellent computer skills * Creative Thinker * A good understanding of Photoshop, Animator and Dreamweaver | |

# Experience

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| February 2018 – May 2018Digital Assistant (Work Experience), **Responsibilities**   * Assisted the head of I.T in the creation of a new website * Manage the company’s image database * Edited images for the website using photoshop * Attend meeting to update CEO with website progress  May 2011 – august 2013Counter Fraud Admin, Markerstudy  * Provide detailed workload reports, * Distributing the workload to the rest of the team to ensure caseloads where split efficiently * run database searches to … * Work with solicitors to ensure claims were processed on our behalf, * making payments and * Training new staff members on the company’s system and processes |
| Febuary 2011 – May 2011Admin Assistant, Markerstudy Reading incoming post/emails and quickly/time efficiently identifying which team that post or email was relevant to. Performing this role required me to quickly comprehend a good understanding of the companies processes and procedures.  We were provided basic training however my social attitude allowed me to form a detailed understanding of how each individual team works by talking to members from each time either on my lunch break or Friday drinks after work. october/november 2010 – January 2011Christmas Temp, Master Of Malt  * Assembling the whiskey taster sets, labeling the bottles and wax-sealing them to be sent off. * Posting bottles/sample sets to our clients. * Adhock distribution…   **Key Achievements**   * Promoted from a temp at Marker Study to a permanent member of staff due to my strong work ethic and attention to detail |

# Education

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| september 2013 - Febuary 2018BSc (Hons) Computer SCIENCE, University Of Plymouth My degree covered a wide variety of computer related topics such as:  Programming: , statistics, advanced mathematics, web design, application design, project management, working with databases and even neuro-science. My course also contained a module on data mining, covering methods and the importance in obtaining statistical data. The course covered several programming languages including but not limited to SQL, C#, C++, Java, Python, VB, VB.net, PHP, XML. |
| July 2010 (2 Year Course)Electrical/Electronic Engineering Btec National Diploma, West kent College As well as teaching me how to work with electronics, the course also covered Math’s (equivalent to A-level Math’s), IT and business. September 2008 (1 year course)Mechanical Engineering NVQ level 2, West kent College The course aimed to teach students how to work safely and efficiently within an engineering environment. The practical work entailed working with heavy machinery such as lathes, milling machines and drills to produce products using a list of specifications and drawings to guide us. The course also required us to learn all the health and safety procedures relevant to working in an engineering environment. Learning first aid to receive a first aid trained certificate was also part of the course. |

# Activities

Expanding from what I learned at university, I spend a lot of my spare time creating my own video game using the development platform program “Unity”. I also experiment with creating applications which coincide with my other hobbies. For instance, I have created an application that can record and dictate the notes I play on guitar or piano on to a piano role style display. I also play the guitar and am learning the piano.

I enjoy hiking and cycling to keep in shape and get plenty of fresh air. I find it keeps me energetic and in a good mood. I like planning my route and discovering new places I’ve never been to before.