

# Matthew Topping.

Programmer & Marketer

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## Profile

I am a 22-year-old 2019 graduate that is currently placed in the Digital Solutions Graduate Program at NTT. I am excited contribute to NTT's future through this role & develop my skills as Graduate Consultant.



My enjoyment when working with people sees me thrive in a team environment, delivering clear high-quality work. I am experienced in both front-end & back-end languages including HTML, CSS, PHP, C#, Java, Python, C & MySQL. This knowledge obtained through work & university, combined with my strong ability & willingness to learn, makes me a versatile & adaptable programmer & business employee.

## Skills & Attributes

### Professional

- Solid understanding of a wide range of programming concepts & their applications, especially in object orientated programming & dynamic web languages.
- Strong understanding of logical problems behind programming tasks. This allows me to be both confident & effective in debugging.
- Consistent user of coding conventions.
- Critical thinker, allowing analysis of programming & business problems & the development of effective solutions.
- Dedicated to the complete the entirety of a task up to the required standards.
- Effective communicator in team environments & when reaching out for help.
- Wide understanding of business concepts.
- Grasps & precisely executes client goals by drawing from marketing consumer behaviour theory & agile methodology.



Skills to be expanding upon  
the conclusion of the graduate program  
at NTT

### Personal

- Videography & photography. Proficient in Adobe's Premier Pro, Lightroom & Photoshop.

## Education



- *Bachelor* of Information Technology (Computer Science) with Distinction & *Bachelor* of Business (Marketing) completed Semester 2 2019 at QUT

## Experience

### NTT (2020 - Current)

- Currently working as a Graduate Consultant through NTT's Digital Solutions Graduate Program. This position is set to span into 2022. The program will launch my professional career & teach me a wide range of skills in the consulting space.
- More on the skills at the conclusion of this role.

### Services Australia (2019)

- A year long work experience as a part of the capstone units at QUT. Client brief included prototyping work on a UX/UI problem for the Newstart Allowance online claim process in an agile development environment.
- This project cemented professional communication skills, the application of I.T. theory, working in a team & working to a client's brief.

### Ray White Narangba (2014 - 2020)



- Part time employment with sole responsibility for weekend opening/closing of real estate sales & rental office. Reception & administration duties consisting of front of house liaison with clients, telephone queries/bookings, contract preparation & rental application processing.
- Overall this position developed skills in customer relations, my intuition to solve problems independently & solidified responsibility & motivation at work.

### Price My House Brisbane (2019 - 2020)

- Bespoke freelance project for Priority Residential creating an online appraisal lead generation platform for real estate sales.
- Available at [www.pricemyhousebrisbane.com.au](http://www.pricemyhousebrisbane.com.au)
- By hosting a dynamic web application & the releasing a basic Google Adword campaign, the PMHB project has applied my university skills in a real-world scenario, expanding the understanding of their use in the workplace.

## Referees

### Narelle Mannaert

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### Benjamin Chauvier

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### Taryn Phillips

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## Portfolio Summary

Current

### NTT Digital Solutions Graduate Program

Portfolio to be expanding upon  
the conclusion of the graduate program at NTT

2019

### Price My House Brisbane - Freelance (Priority Residential)

On behalf of Priority Residential, the Price My House Brisbane project provided the opportunity to create a live and fully operational online appraisal lead generation platform. The implementation of this dynamic webpage was completed from top to bottom by myself, including all consulting, design work, coding & marketing, as well as it's hosting & management. The system currently generates 1-2 leads per week.

Release 1 of the project was developed over the later half of 2019 & was launched in its full implementation in January 2020. After initial consultation, it was agreed that release 1 would be an easily accessible web form that distributed information to the agents for further processing. The front-end utilised HTML, CSS, Javascript & Bootstrap whilst the back end was executed using PHP. The page was then secured using PHP data processing, encrypted SMTP & HTTPS protocols as well as reCaptcha spam protection. This was then summarised and presented in a document to the client.

Release 2 implementation is sanctioned to begin late March 2020. This will see the website functions grow to include an agent dashboard to handle data management & automated feedback requests. Due to client confidentiality, all code and reports for this project had to remain internal.

### Services Australia - QUT Placement (Capstone)

During the final year of your I.T. degree at QUT, the Capstone units places you in a workplace for a year to complete a project for your assigned client. At Services Australia, our brief was to investigate the Newstart Allowance online claims process for any potential UI/UX improvements. This was to be delivered as a report.

The team of 4 conducted data analysis using IBM's Tealeaf. This helped inform the team on 4 areas that were found to have potential optimisations. In order to test these areas, the team developed a working prototype to be used in user testing, designed to look identical to the department's system.

Throughout the project, the team utilised agile methodology. This saw the team hold meetings with the client once a week to discuss progress, scope & any findings. Due to client confidentiality, all code and report for this project had to remain internal.

## Extra Portfolio Pieces

### Marketing

As a part of my Bachelor of Business, I was able to utilise my editing skills to create some marketing pitches. During my final year, this piece was created on behalf of my capstone team aimed to be delivered to Kerb.

<https://youtu.be/RZCgpMVnRb8>

### Personal

To apply both my ability to play instruments and my editing skills, I create musical videos based on some inspiration that I have at the time. This cover of a Tom Misch song was recorded in collaboration with a local musician.

<https://youtu.be/MbkyPvN-F8U>