

# ALEXANDER CHAPMAN

## CONTACT

Hampshire, UK  
alexanderchapman@outlook.com

## EDUCATION

**OCR Level 3 Cambridge  
Technical Extended  
Diploma: D\*D\*D\***  
*Eastleigh College*  
2015 - 2017

**Ancient History and  
Classical Studies:**  
BA(Hons) 2:1  
PG Dip Pass  
*Lampeter University*  
2004 - 2008

**A-Levels: Classics (C)  
History (C) English Lit (D)**  
*Barton Peveril College*  
2002 - 2004

**GCSEs: 10 GCSEs**  
(Maths & English at C)  
*Mountbatten School*  
1996 - 2002

## PERSONAL STATEMENT

I am a highly motivated and hardworking individual, who as recently finished an Extended Diploma in IT as part of a career change. I am seeking an entry level job to help focus and develop my new skills and gain industry experience while helping create fantastic and functional websites for a real client. My strongest area of interest is in the backend of web development but I still enjoy working on the areas that make websites that look great. I have a varied work history, which has included being part of the team that organised the Olympic Torch Relay and Live Site in Winchester and helped deliver and improve the Help To Buy scheme in the South of England. I enjoy taking on challenges and stretching my abilities and I hope this, combined with my previous work experience makes me the ideal candidate for you.

## EMPLOYMENT HISTORY

### **Radian: Programmes Assistant**

Eastleigh, July 2014 - Aug 2015

This involved checking and preparing documentation for customers, solicitors and government for the Help To Buy Scheme. A good eye for detail, the ability to follow strict processes and great teamworking skills were required. I had the opportunity to help shape processes and contributed to reducing the time taken for some of the lengthiest aspects.

### **Winchester City Council: Council Tax/Benefits Advisor**

Winchester, Oct 2012 - July 2014

As a Council Tax and Benefits Advisor I worked with the public on a daily basis offering face to face advice for issues relating to claiming benefits or paying Council Tax. The role was demanding and involved explaining complex rules and regulations to people from all parts of society often involved difficult and challenging situations.

### **Winchester City Council: Winchester 2012 Project Support**

Winchester, May 2011 - Oct 2012

This was a role specially created to help plan and manage the events in Winchester planned for the London 2012 Olympic Games. To support this, I helped create event plans, manage the Winchester2012 website, support the planning and running of events for both the public, schools and sports clubs. The culmination of the role was the Olympic Torch Relay and the Live Site - a giant screen in the grounds of Winchester Cathedral. The role required me to be flexible as I was required to undertake many tasks that I had not done before, including purchasing and tracking budgets as well as planning and supporting events. All the events were delivered successfully and on time.

## SOCIAL



[linkedin.com/in/  
alexandergchapman](https://www.linkedin.com/in/alexandergchapman)



[github.com/Moonsafariuk](https://github.com/Moonsafariuk)



[@Moonsafariuk](https://twitter.com/Moonsafariuk)

## KEY SKILLS

### Team Work:

I have been involved in both small close-knit teams when planning and running events, and as part of larger teams delivering key services to multiple departments and stakeholders.

### Communication:

I have worked in a variety of roles and with diverse clients. I am used to explaining complex subjects and adapting my style and vocabulary to suit the audience.

### Open Minded:

I am open to change and have adapted and learned new skills throughout my career. Constant development and improvement is important to me.

## TECHNOLOGIES

### Experience with:

PHP  
HTML/Bootstrap  
JavaScript/jQuery  
C#  
Visual Studio  
Atom  
Notepad++  
Photoshop  
Illustrator  
Premiere  
After Effects

## INTERESTS

**Fencing:** Regularly fence in local clubs and compete in local competitions.

**Running:** I fit running in around fencing and enjoy 10k events.

**History:** I continue to enjoy studying history and visiting historical sites.

## EMPLOYMENT HISTORY (continued)

### Winchester City Council: *Customer Service Agent*

Winchester, Aug 2009 - May 2011

The role of Customer Service Agent was challenging and varied. It required dealing with the public across many areas both over the phone and face to face. I was able to deal with a wide range of enquiries regarding planning, environmental protection, waste management, property repairs and housing options.

### British Gas: *Customer Service Representative*

Southampton, Jan 2009 - July 2009

At British Gas I dealt with inbound phone calls that related to general billing enquiries for British Gas customers. This could involve updating accounts, generating new bills and selling or promoting additional products during the call.

## References

Available on request.