

CURRICULUM VITAE

Name: Mrs Sara Jane Oliver

Profession / Training: Software Development(Second

Class Honours - Diploma)

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Education:

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| 2020-2021 | Diploma in Software Deveelopment, Code Institute - Second Class Honours.
Certificates from Code Academy(On-going). |
| 1975-1978 | Seymour Girls College, Secondary Education, Matriculation(A-Levels), Adelaide, S.A. |
| 1970-1977 | Walford Girls School, Certificate of Primary Education, Adelaide, S.A. |
| 1979-1980 | Kensington Arts School, Kensington, Adelaide, S.A. |

Employment / Experience Record:

Year: November 2020 - Present (3 months) **Position and Company:** Director: KUK Marketing
Responsibility:Software Development. Looking for remote work opportunities in software development preferably in the United Kingdom.

Year: July 2009– January 2021, (Ongoing)

Position and Company: Hyde Park and Belgravia Property Consultants **Responsibility:** Co-Director - property acquisitions, identifying development & investment opportunities.

Year: February 2015 - July 2019 (4 years 6 months)

Position and Company: Communications, Media: The Belgravia Society: Celebrating the Past, Improving the Present, Engaging the Future; Belgravia, London. Produced monthly newsletter from June 2015 - 2019. Helped with organising events. Organised competitions for schools and liased with Head teachers. Brand development, design of web site / website traffic growth and advertising revenue. Developed brand strategy and statistics systems. Strategic Consulting, including business plan & sales strategy development.

Year: February 2014 – December 2017

Position and Company: Promotions: Sarah Farrugia and Co.

Responsibility: Brand Management, Promotions and Email Marketing based in Chelsea, London.

Year: January 2009 – January 2014

Position and Company: Communications: The Belgravia Residents Association; Belgravia, London. **Responsibility:** Brand development, web site traffic growth, web site UI and advertising revenue. Developed brand strategy and statistics systems. Strategic Consulting, including business plan, sales strategy development & social media including Twitter, Pinterest, Facebook. Promotional projects. Advising new businesses on formation of corporations and business structures, drafting privacy policies and structuring commercial transactions.

Year: November 2004 – October 2012

Position and Company: Customer Consultant: Yves de Lorme, Chelsea Duke Of York Square
London. Responsibility: Consultant; advising customers on the purchase of luxury products for the home. Promotional projects. Advising new and existing interior designers to visit our showroom in Chelsea to pitch for their customers on our luxury bedlinen and lifestyle inspired by beauty and nature.

Year: January 1992 - September 1994 (2 years 9 months)

Position and Company: Marketing and Public Relations: Inference Consultants: Software Company: "From Conception to Completion": Intelligent Marketing Software.

Responsibility: Software Development and marketing, public relations based in Blythe Road, Kensington, London. Started working with emails in the early stages of development and intelligence software for helping business organisation strategies.

Year: January 1990 - December 1991

Company: KUK

Responsibility: Freelance Promotions. My work included assisting a Australian Flying Wine Maker with introducing Australian wines to the UK and Scandanavia. The UK market included Victoria Wines and Majestic. The wines introduced were South Australian and included wines from McLaren Vale and Barossa Valley. Also launched and introduced a regular Wine appreciation and fine dining club within a fitness Club at the Hyatt Hotel, in Adelaide South Australia. The key to its success was that it allowed customers to interact and socialise with each other and relax over a well deserved dinner after a hard days workout (and work). I also introduced a regular competition for a winner to enjoy a complimentary dining experience combined with a return limo / taxi to the destination. This was a great success and the dining club was still going strong when I returned to Adelaide 20 years later.

Year: January 1988 - December 1989 (2 years)

Position and Company: Promotions Assistant: English Speaking Union based in Charles Street, Mayfair, London.

Responsibility: Worked with a team under direction of the promotions director, organising and implementing the annual ESU Ball at the Grosvenor House Hotel. Raising funds for the exchange students from England and America. General marketing duties and contacting potential advertisers for publication in our magazine and contributing to the forthcoming annual Ball.

Year: March 1986 - December 1987 (1 year 10 months)

Position and Company: Account Executive: DBMB: Adelaide S.A.

Responsibility: Hong Kong Shopping Spree account - identified travel agents to take part in a shopping experience to recommended retailers in Hong Kong. The agents gave clients special books with listed retailers. This gave customers peace of mind to purchase expensive and quality products and services safe in the knowledge that they were purchasing from trusted businesses.

Education Details
Code Institute
Diploma, Computer Software Engineering (2019 - 2020)

CodeAcademy - certificates: Javascript / Comand Line C++
ongoing.

Yennington Art School, Adelaide, South Australia (1979)

Position and Company: Magazine Layouts and Promotional Representative: Cartier

Advertising & Marketing and Public Relations Course: Sydney

Sydney College (1986) N.S.W.

Sydney College of Art and Design 1978, Jewellery to the discerning Australian.

English Bolognese, restaurants & the discerning public.

Walford Girls School, Adelaide.