

# Amy Black

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## Personal Profile

I am a hardworking highly motivated individual with a strong passion for web design, I love turning my ideas into an online product. I graduate at RGU this summer with bachelor's in Digital Media Design and I am looking for an opportunity to start my career in design. I am currently designing a website for my current employer Integra and I recently built Ritchie's Bakery website to get them online for deliveries during lockdown which has been very successful. I work well within a team and solo to provide a high standard service with on-time delivery. I feel that by working on these real-life projects for various personal clients I have gained quite a lot of experience already and I am eager to continue to learn more.

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## Skills

- **Information Technology:** User Centered Design, Web Design HTML5, CSS3, JavaScript, Scripting, jQuery, JSON, Ajax, Git, node, MySQL, PHP, Software Testing, Microsoft Sharepoint, Technical Support, Visual Studio.
- **Adobe Suite:** Photoshop, Illustrator, Dreamweaver, XD, Premiere, After Effects
- **User Experience:** Prototype, 3D Modelling, Web Design, Product Design
- **Marketing:** Point of Sale, Digital Media, comfortable with using most CRM systems as well as social media
- **Technical Writing:** Documentation, Schematics
- **Strong communication skills,** good at problem solving and solution analysis with a great eye for detail
- **Team Work:** Working within a design team to provide clients with the expected drawings and documentation.
- **Project Planning:** Working within a team or individually. There must be structure in place to ensure that the project runs on time and without major disruptions. My skill levels in project management have increased and progressed throughout my time at College and University.
- **Organisation:** Every role I have undertaken, within my university career as well as many work roles, has required a strong level of organisation. Milestones and Deliverables must be created and met for each client. Ensuring feedback is received within all projects to ensure full requirements are being met.

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## Live Websites

<https://www.ritchies-bakery.co.uk>

<http://www.integrawellsolutions.com/>

<http://www.delphtechengineering.co.uk/>

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## Employment History

### **Design Technician, Integra Well Solutions Ltd**

**2019 – present**

#### **Responsibilities**

- Designed and created the new website for the company, the website is live and an ongoing project.
- Produced all the 3D model images for the website.
- Create and modify all drawings and models required for POs and WOs using Solidworks.
- General admin duties including all standard document templates for the company.

### **The Dutch Mill Hotel, Part time Waitress/Barmaid**

**2016-Present**

#### **Responsibilities**

- Working with the public on a daily basis, within the restaurant and bar.
- Food reservations and hotel check ins.
- Working in the hospitality industry has allowed me to become more confident in approaching situations first hand with new industry professionals.
- Face-to-face communication with the public, along with connections through email and over the phone.

**SEA, Draughtsperson****2015- 2016**

## Responsibilities

- Provide support to electrical, hydraulic and mechanical design engineers to produce manufacturing and assembly drawings using Solidworks.
- Create and amend schematics and drawings in AutoCAD
- Provided assistance to document control with documentation packs when required.

**Tendeka, Draughtsperson****2013- 2015**

## Responsibilities

- Produce drawings for new assemblies and amend existing assemblies/parts using Solidworks.
- Build, Test and Develop 3D models and prototypes.
- Responsible for all incoming packer orders
- Create/amend any new parts and assemblies which are required for any technical support requests which are received.
- Updating Sharepoint with the latest revisions of drawings.
- Transferred all existing files from the old server onto the new Solidworks PDM server.

**Caledyne Ltd, Draughtsperson****2010-2012**

## Responsibilities

- ProEngineer 3D Design package to amend existing assemblies/parts and create appropriate drawings.
- Managing the company website. Design new brochures and updating any company news and contract awards.
- Inspecting all goods in documentation, raising concessions for any problems which may occur.
- Proficient in the use of Almyta - create purchase orders, work orders, inventory stock, and compiling stock reports.
- General reception duties

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**Education****Robert Gordon University, Aberdeen****2019-2020**

## Digital Media Design – Bachelor's Degree, Direct Entry Year 3

- **Modules:** Dynamic Web Development, User Centered Design, Interactive Multimedia, Interactive 2D Scripting, 3D Modelling, 3D Character Design
- **Dynamic Web Development Module** – This consists of group work. We were asked to design and develop a “full stack” web app. Our idea was “Alco Mix” which is a cocktail search engine. You input the ingredients you have and search the database. The website will tell you which cocktails you can make with a list of ingredients and instructions. Our first stage was to prototype the design. We individually created a mock-up then combined them together to create our final design. Stage 2 was to develop front end prototype using HTML, CSS and JavaScript. We each had certain pages to work on and then combined them together. I worked on the Home/Search page and the Favourites page. The next stage was to develop this into a functional site. This included JavaScript, JSON and Ajax. The results from this module are still to be given.

**North East Scotland College, Aberdeen****2017-2019**

## HND Web Development

- **Graded Unit Module** – This project consisted of find your own client to design and develop a website for. My client is an Aberdeen make-up artist who required a website to promote her work. The project started with a meeting with the client to find out the requirements for the website. I then created a prototype which I gave to the client and after a few discussions I was ready to progress onto the development of the site. The site consisted various pages to show different categories of her work and also have a reviews page which was linked to her Facebook. The site used HTML CSS JavaScript with additional Lightbox for the galleries which were used throughout. I gained a grade A for this project.

**North East Scotland College, Aberdeen****2009-2010**

## HNC Web Development

**Cults Academy****2001-2006**

Highers: Art and Design, Graphic Communication, English, Product Design  
Intermediate 2: Maths

**Additional information**

Full UK driving licence

References available on request