

## Curriculum Vitae

Name: Andrew Kelly

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### Work History:

<u>Nexperia Semiconductors</u>	September 15 – Present
	September 13 – June 14
Manchester	November 10 – September 11

#### **Production Assistant/ Activity Planner/ TPA**

Working to strict TS16949 guidelines in a highly controlled manufacturing environment. I have to work within a small team to achieve our workload targets for the FAB. During my time within the business I have trained in several areas including Evaporation, Backgrind and Photolith. Through working in different areas it has giving me good knowledge in regards to the workflow within the FAB. Work had to be prioritised and processed by plan date, which an LPS was used to help working standards to maximum efficiency.

<u>Burton Menswear</u>	July 15 – September 15
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Trafford Centre, Manchester

#### **Top Level Management**

Working as a member of management I had responsibilities of doing the stores banking at open and close, staff scheduling on a daily and weekly basis implementing any holiday entitlements, work with other management to implement offers and promotions, liaise with Area Manager on the KPI's of the store. During my time I set up training for the staff in order to help achieve KPI's and also implemented a set of guidelines for customer orders for wedding suit parties.

## Curriculum Vitae

Lloyds Shoe Co.

September 14 – July 15

Trafford Centre, Manchester

### **Concession Manager**

During my time I showed the aptitude to lead, motivate and develop a small team within a retail store. I had daily, weekly and monthly sales targets to achieve and monitor. I implemented a back of house system so stock could be easily located, minimising customer waiting time. I set up staff training procedures so that a high standard was met when dealing with customers. I reported to my Area Manager on a daily basis along with other stores in the local area.

Camp Caribou

June 14 – August 14

June 13 – August 13

Winslow, Maine, USA

June 12 – August 12

### **Camp Counsellor**

Having the dual roles of being the camp videographer and also being a bunk counsellor. My role of videographer was working on my own so I had to manage my time around the camp making sure I got enough footage of all the daily activities. With my role as counsellor I had become a parent for 8 kids making sure they had a fun summer but also keeping them safe.

Education:

University of Salford

Salford, England (2007-2009)

Merit in HND Media Production

Ashton 6<sup>th</sup> Form College

Manchester, England (2005-2007)

A level

Media Studies C

Graphic Design C

AS Level

Film Studies C

GCSE

English Language C

Egerton Park Arts College

Manchester, England (2000-2005)

GCSE

Science Dual Award BB

ICT C

Maths C

Media Studies C

English Literature C

Graphic Design C

Drama B