

# CHARLIE MARSHALL

Mobile: 07464706184 | Email: charlie.marshall1996@gmail.com | LinkedIn: charliemarshall19961

## PROFILE SUMMARY

A highly motivated and reliable Research Manager professional, with over 5 years' experience managing multilingual teams of up to 15 people.

With a wide range of skills and experience in social media platforms, office technology programs, MS Office apps, ClickUp, Trello, Pandas, SciPy, Python, HTML, CSS, and some experience with SQL and JavaScript.

A clear and effective communicator both as a manager and a team member with strong problem-solving abilities.

Someone who possesses an enthusiastic approach to work and the ability to plan projects and prioritise conflicting demands in order to exceed targets.

committed to building a successful and rewarding career using own personal experiences and skills gained from studies and previous employment and build on skills and experience in a rewarding role, with opportunities to progress, learn and to build on skills and experience.

## CORE SKILLS

- Communication
- Organization
- Problem solving skills.
- IT Skills
- Quick learner
- Ability to work under pressure.
- Leadership Skills
- Interviewing
- Project management
- Analytical skills
- Able to use own initiative.
- Communication skills

## CAREER HISTORY

**Research Manager**, The Oliver Searle Partnership, Farnham (2018 – Present)

Key Responsibilities:

- Managing a multi-lingual team of researchers of EMEA data.
- Check data to ensure high quality is maintained throughout, whilst ensuring that projects are achieved by their set deadline.
- Managing technical queries from the team.
- Creating performance reports for CEO and directors.
- Help with technological issues (phone and PC) and contacting IT support if necessary.
- Regularly interview and make decisions on hiring new candidates for Researcher positions.

- Conduct all necessary training to ensure new employees become competent team members.

Key Achievements:

- Successfully adapted to and formed new methodology for outsourced data collection.

**Corporate Researcher**, The Oliver Searle Partnership, Aldershot (2017 –2018)

Key Responsibilities:

- Researching contact information for UK, Ireland, Middle East and Eastern Europe data.
- Collected information on key decision makers and influencers within large enterprise organisations, via web, phone, and email.
- Conducted quality assurance checks on information gathered, within Microsoft Excel.
- Collected information on large enterprise organisations, such as turnover, employee numbers and contact information.
- Entered information into a database.

Key Achievements:

- Managed team to consistently achieve project goals by CEO-set deadlines.

## **EDUCATION AND TRAINING**

- Microsoft Azure AI Fundamentals | 90/100 – 2023
- Learn Python 3, Basic, Intermediate and Advanced, CodeCademy – 2023
- Learn SQL, CodeCademy 2022
- Learning Web Scraping with Beautiful Soup, CodeCademy 2022
- Handling Missing Data, CodeCademy 2022
- BA (Hons) Music Technology Specialist, University of West London 2017
- 8 GCSE's (A\*– B), including English, Maths, and IT, Heath End School, Farnham (2012)