

Daniel Jones

Frontend Developer - UX/UI Designer

danieljones.id.au | 0435770288 | daniel@verbiscript.com.au

Junior frontend web developer with a keen interest in both code and design. Seeking full-time career opportunities in supportive mentoring environments.

What sets me apart from other junior developers?

Despite being at a junior level with my web career, I have been in the workforce now for over 10 years. I have operated my own business, received promotions, and I've also worked for startups before.

I believe this experience makes me a great asset to any business looking for someone with well-developed communication skills and an ability to pick up business dynamics at a fast pace.

HTML

CSS/SASS

JavaScript

Requirements

Wireframing

Design

Recent Work History



TyreConnect Pty Ltd – March 2019 to Oct 2019

Junior UX/UI/Frontend Developer

- Requirements gathering, competitor analysis and documentation, project tracking and scoping.
- Wireframing and design work (Figma), working closely with business executives, planning for and conducting workshops and meetings.
- Engaged with UX firms to gather proposals, communicated specific research and design needs.
- HTML and CSS work to generate and manage client whitelabels (themes) and email signatures.
- Bugfixes and UI improvements to Angular and React-based applications.



Verbiscript – May 2016 to Present

Owner/Operator

- Operated and maintained an audio transcription business.
- Negotiated and managed contracts with national transcription businesses.
- Maintained highest quality grade with largest client for entire period.



Living Space Cockburn Central

Chairman and Treasurer (Volunteer Role, Elected)

- Managed the owner's corporation for 139 apartments.
- Handled legal disputes, worked closely with lawyers and led our team in State Administrative Tribunal matters.
- Maintaining relationships and ongoing coordination with WA Police, members of State Parliament and Department of Housing.
- Planned budgets, worked closely with and instructed strata management in day-to-day operations.
- Chaired monthly Council of Owners meetings and annual general meetings (AGMs).
- Recorded meetings and prepared minutes of meetings.
- Wrote letters to and liaised with owners in the complex to address concerns and handle disputes.
- Met with and directed tradespeople working onsite to address remedial works and ongoing maintenance.



Auscript Australasia Pty Ltd – December 2014 to May 2016

Document Merger (Internal Promotion)

- Combined court transcripts typed by audio transcribers, checking quality, consistency and providing feedback.
- Managed workflow and coordinated numerous interstate departments to meet important deadlines.
- Supervised and supported audio transcribers.
- Maintained an advanced understanding of the various transcription styles and jurisdictions.
- Created and improved upon working documentation and style guides.



Auscript Australasia Pty Ltd – April 2013 to December 2014

Audio Transcriber

- Typed high quality transcript for government and justice clients.
- Maintained highest possible rating (platinum, 99%+ accuracy) across numerous transcription styles and jurisdictions.
- Obtained and held numerous high profile security clearances and one of a small number of typists to work on high profile cases.

References

Bobby Mansoor – Chief Technology Officer (CTO)
TyreConnect Pty Ltd
bobby.mansoor@tyreconnect.com.au
0497 111 004

Ryan Wilson – Managing Director/Owner
TyreConnect Pty Ltd
ryan@tyreconnect.com.au
0448 833 347

3 May 2016

To whom it may concern,

I confirm that Daniel Jones was employed with Auscript Australasia Pty Limited from April 2013 to May 2016, first as an Audio Transcriber, and later as a Document Merger.

The role of Audio Transcriber requires a consistently high level of focus and skill, in order to meet the exacting quality standards relied upon by our clients, while maintaining a high rate of productivity and efficiency. Daniel performed this task at Platinum level, the highest possible rating for the role.

As the national Document Merger Team Leader I have directly managed and supervised Daniel in the role of Document Merger since December 2014. A Document Merger is responsible for the assembly of the final transcript from what has been typed by the Audio Transcribers, checking its quality, and ensuring on-time delivery to the client. They must be able to act as a technical expert, provide feedback to Audio Transcribers, effectively troubleshoot and resolve problems, be responsive to a dynamic workflow and have excellent time management skills in order to meet multiple deadlines throughout the day.

Daniel carried over his excellent performance as Audio Transcriber into his role as Document Merger, and has always been highly conscientious in meeting the delivery needs of our clients, with a particular focus on quality standards and providing feedback for improvement. Daniel was able to swiftly attain a high level of technical expertise in the role, and has actively assisted in the training of other Document Mergers and in the development of technical support documentation.

Daniel has been a valuable member of the Document Merger Team at Auscript, and someone I would be happy to welcome back.

Yours sincerely,

Bevan Barrett
Document Merger Team Leader
Auscript Australasia Pty Limited

Level 22, 179 Turbot Street
Brisbane, QLD, 4000
Phone: +61 3 9672 5650
Email: bbarrett@auscript.com.au