

# Anthony Smith

**Home address:** 4 My Mothers Road, Middle Town, M12 34N

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**Email:** [A.Smith@hotmail.com](mailto:A.Smith@hotmail.com)

**Date of Birth:** 01/05/1982

## EDUCATION

**1998 – 2002**

**The University of Anytown**

Meng Electrical and Electronic Engineering •

Modules include:

- Circuit design and analysis
- C and C++ programming
- Assembly language
- CAD packages: AutoCAD and workview - French Language
- Company organisation and Business Law

**1996 – 1999**

**Middle Town 6<sup>th</sup> Form College**

A-Levels: Physics (A), Maths (B), Chemistry (C)

GCSE's: 8 GCSE's A-C

## IT SKILLS PROFILE

- Hardware installation experience: network cards, graphics cards, hard and floppy disc drives, printers and scanners • Software expertise: Visual Basic, Borland C and CTT, Windows '98 and 2000, Office '97, Paint Shop Pro 5, Sound Forge 4, AutoCAD, Workview, ECAL (Z-180 assembler)

## RELEVANT WORK EXPERIENCE Summer 2000

**Supertechnologies Ltd**

Assistant Software Developer

- Worked as part of a team of Software Developers on a large project for a bluechip company.
- Given responsibility for deciding on and creating specific parts of package

### Learning Points

- How to programme in Visual Basic
- How to adapt IT skills to a professional environment
  - Effectively liaising with clients
- Working effectively as part of a team
- Adapting to full-time working hours

## **OTHER WORK EXPERIENCE**

**1996 – 2002**

A variety of part-time and vacation work including: •

Good Catering Co – Cooked and served food, managed stocks for stands at sporting and music events.

- Pizza to Go – Cooked and served food and managed delivery timing using a restricted number of drivers.
- Co-op Wholesale Society – Merchandised delicatessen cabinets and managed stock levels.

## **POSITIONS OF RESPONSIBILITY**

1. Captain of badminton team at University. Organised fixtures, practices and social events.
2. Involved in first year Buddy schemes which entailed being responsible for a small group of first years, ensuring they settled in.
3. Course representative for final year students. Involved representing interests and problems of students to staff in meetings

## **ACTIVITIES/INTERESTS**

1. Sport: I have been a committed member of the badminton team throughout university
2. I enjoy aerobics and cross country skiing
3. Travel: I enjoy experiencing new cultures and have travelled to various parts of Europe and America.
4. Other: Italian films, Modern Literature, watching football.

## **REFEREES**

Dr E.C Lifenot  
Department of Academic Studies  
University of Anytown

Mrs Sue Pervisor  
R.Owdside ltd  
Middletown

