Jak Kirkland

Mobile:
07835418571

Email:
Mail@Jakkirkland.co.uk

CURRICULUM VITAE (CV)

Work Experience

2024 - 2024

IT Consultant (Part-time 3 month temporary contract)

Location: Phillips Solicitors - 6 Wood Street, Mansfield, NG18 1QA

I analysed, planned, and implemented IT projects at Phillips Solicitors, ensuring compliance with Cyber Essentials certification requirements. My responsibilities included conducting audits, updating systems, and designing user-friendly court proformas using Microsoft Word, with features such as date pickers and drop-down lists to streamline document creation. I communicated clearly with stakeholders, regularly updating project progress, designs, and costs. This attention to detail and effective collaboration ensured successful project outcomes and strengthened professional relationships.

2023 - 2024

VKS Deployment Engineer (Job Description Change)

Location: Glenair - 40 Lower Oakham Way, Mansfield NG18 5BY

As a Deployment Engineer at Glenair, I oversaw upgrading the shopfloor system to an application-based process using VKS, ensuring seamless integration with minimal disruption. My role involved managing IT hardware and work instruction software deployment, collaborating with stakeholders to define requirements, and maintaining strong professional relationships. I organised deployment schedules and planned maintenance infrastructure. I provided regular updates on progress and delays to clients and the project board. By optimising deployment processes, I achieved increased efficiency and reduced lead times, implementing strategies that accelerated time to market. Additionally, I conducted audits to ensure the optimal functionality of deployment processes and stock intake.

2021 - 2023

IT Support Assistant

Location: Glenair - 40 Lower Oakham Way, Mansfield NG18 5BY

Initially hired as a trainee after completing my Level 3 education, I transitioned into a full IT support role at Glenair, gaining hands-on experience in hardware and software support. I resolved first- and second-line issues in person and remotely, ensuring the smooth operation of IT systems. My responsibilities included troubleshooting, maintaining IT systems, and supporting day-to-day operations. I assisted with setting up IT equipment, provided technical training to end users, and kept detailed documentation of support activities and asset management. Additionally, I managed user account setups and system configurations, ensuring accuracy and attention to detail in all administrative tasks.

Hobbies And Interests

Current

Current

I enjoy exploring complex topics through analysis and research, uncovering patterns and cross-referencing information to gain deeper insights. Applying these findings to real-world scenarios enhances my critical thinking and adaptability. My curiosity drives me to understand diverse viewpoints and how systems function. I am also passionate about weighted callisthenics, which challenges me physically and mentally, fostering discipline and resilience. Looking ahead, I plan to take up hobbies such as chess to develop my strategic thinking and communication skills further, combining mental agility with tactical decision-making.

Past

Past

My past hobbies have played a pivotal role in shaping my skills and values. Participating in The Mill Adventure Base Club emphasised the importance of teamwork and collaboration. Training in disciplines such as Taekwondo, Brazilian Jiu-Jitsu, Kendo, and Fencing honed my discipline, strategic thinking, and perseverance. My involvement in the Combined Cadet Force (CCF) also developed leadership skills, fostering initiative and responsibility. These experiences collectively enhanced my ability to stay composed under pressure while working towards shared goals.

Mobile:
07835418571

Jak Kirkland
CURRICULUM VITAE (CV)

Email:
Mail@jakkirkland.co.uk

Education Past & Present

2024

Prince 2

Location: Online ILX

These are extra certifications I am studying to enhance my exciting knowledge as well as to shorten my college degree length via credit stacking:

• PRINCE2 7 Edition Foundation

• PRINCE2 7 Edition Practitioner

2026 - 2024

Diploma Of Higher Education In Computing & IT And Business

Location: Open university

Start date: 05 October

The modular online course that is equivalent to first two years at university degree (level 5) that teaches me business and IT. This is first year the modules I am doing is TM111 Introduction to computing and information technology (Two units 1 and 2), B100 An introduction to business and management. In year two I will chose one pathway either Communications and networking, Computer science, Software development, Web development.

2020 - 2021

Level 3 Cambridge Extended Technical Diploma In IT (Digital Technician Pathway)

Location: West Notts College

Grade achieved: Distinction-Merit-Merit

The modules included on the course were: Cloud Technology, Cyber Security, Systems Analysis And Design, Enterprise Computing, Virtual And Augmented Reality, Cognitive Computing, Project Management, Developing A Smarter Planet, Internet Of Everything.

2019 - 2020

Level 3 Cambridge Technical Diploma In IT

Location: West Notts College

Grade achieved: Distinction-Merit

The modules included on the course were: Fundamentals Of IT, Global Information, Computer Networks, Product Development, Mobile Technology, Computer Systems (Hardware), Computer Systems (Software), IT Technical Support.

2013 - 2018

GCSEs

Location: English completed at West Notts College

All other GCSEs where completed at Samworth Church Academy

GCSES	
English Language	4 (Equal to a Lower C)
Mathematics	5 (Equal to a Lower B or high C)
Combined Science: Trilogy (Double Award Course)	Two 5s (equal to a Lower B or high C)
Information & Communication Technology	B
Level 1/2 Cambridge National Certificate Creative Imedia	Distinction at level 1
Design & Technology: Graphic Products	D
Religious Studies	3 (Equivalent to a D)

Click here to view syllabuses