

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
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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
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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.