James Sneath

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PROFESSIONAL SUMMARY

Driven and detail-oriented front-end web developer with a foundation in finance, entrepreneurship, and IT support. Passionate about optimizing business processes and leveraging AI and automation to enhance productivity. Successfully transitioned from finance to tech, embracing emerging technologies to improve efficiency.

SOFT SKILLS

- **Agile Problem Solver:** Adept at tackling complex issues with a logical approach
- **Growth-Oriented:** Actively seeks skill expansion and thrives in adapting to new challenges.
- **Resilient:** Persistent in achieving goals despite obstacles.

TECHNICAL SKILLS

- **Developer Skills**: JavaScript ES6+, React, CSS3, HTML5, GitHub, Node, jQuery, Bootstrap, TailwindCSS, Ruby on Rails.

- **IT & Automation**: IT support, systems optimization, automation with ChatGPT and Microsoft Copilot.

EXPERIENCE

Finance & IT | Taylor Wimpey PLC - South East | 2020 - Present | Kent, UK

Responsibilities include payroll, cash flow forecasting, purchase ledger management, and subcontractor CIS tax calculations. Leading AI integration in my region with early access to Microsoft Copilot, guiding colleagues to increase productivity through AI-driven solutions.

Director | Capaccom Ltd | 2016 - 2020 | London, UK

Founded and operated a property management company, overseeing all business functions, including sales, client relations, and automated system development. Created an advanced booking-to-invoice process using Zapier, Xero, and Google Sheets, automating key steps in invoicing, payment matching, and client statements. This system minimized administrative tasks, saving significant time across hundreds of guest bookings annually.

Finance Assistant Manager | RG Solicitors Ltd | 2010 - 2016 | Kent, UK

Led a team of three, overseeing month-end and year-end reporting for the Managing Director. Initiated and implemented process improvements, such as a client statement system for conveyancers, which significantly reduced time on administrative tasks and improved cross-departmental efficiency.

EDUCATION

Front-End Web Development, edX, Sep 2023 - Jan 2024
Online - Certificate - Passed

Web Development Bootcamp, Le Wagon, Jan 2021 - June 2021
London - Certificate - Passed

ACCA | Sep 2010 - July 2020
Kaplan, London
Level 1, 2 & 3 Certificate

AAT Sep 2006 - July 2009
North West Kent College, Kent
Level 2 & 3 Certificate

8 A-C GCSE's - Sep 2001 - June 2006
North West Kent College, Kent
Level 2 & 3 Certificate

8 A-C GCSEs, Sep 2001 - June 2006
Hextable Secondary School, Kent