

Matthew Lawrence Jani

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Nationality: UK British
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A creative, multi-talented individual with a passion for writing and technology. With several years of industry experience, I am seeking a position where I can advance my skills with an innovative, forward-thinking organisation.

- Excellent levels of spoken and written English
- Strong technical abilities
- Analytical, problem-solving mindset
- Meticulous attention to detail with keen interest in quality and accuracy
- Pragmatic and solution-focused attitude
- Works well in a team and individually

Employment History

(2020-01) - Present Ultimaker, Geldermalsen, Netherlands
Technical Community Manager

Working within the core development team of Ultimaker Cura; an open source slicing application that processes 3D data into 3D printable files. This software is written in Python, QML, and C++, and has millions of regular users worldwide. In this role I support the core development team by:

- Maintaining GitHub repositories to track and resolve issues
- Using Jira to track internal issues and new features from idea to implementation
- Maintaining active community of over 100,000 users across GitHub and community forums
- Quality assurance of third-party contributions
- Coordinating software releases
- Managing localization
- Process documentation

(2017-07) - (2020-01) Ultimaker, Utrecht, Netherlands
Digital Marketing Specialist

Working as part of a global marketing team, managing a global content calendar and cultivating content strategies based on different audiences.

- Writing short form content for web and social media, and long-form content such as blog posts and email campaigns to increase brand awareness and drive conversions
- Writing engaging B2B and B2C texts with consistent TOV in line with the Ultimaker brand
- Copy-editing user manuals and collaborating with graphic designers for typesetting
- Producing technical content for engineers and end-users
- Managing content localization in 20+ languages
- Managing regular software launch campaigns
- Using digital asset management platforms
- Working alongside web development team to optimize content operation
- Demonstrating products at global industry exhibitions

Achievements

- Successfully implemented company-wide content localization pipeline
- Coordinated localization of Ultimaker.com into 7 languages

**(2015-07) – (2017-06) DFRobot, Shanghai, PRC
Community Manager**

- Writing B2B and B2C copy to attract customers to the DFRobot brand
- Maintaining community forums with over 50,000 active users
- Curating social media channels
- Developing technical communications for products
- Maintaining pages for over 500 SKUs
- Product beta testing
- Representing company at exhibitions worldwide

Achievements

- Coordinated a successful crowdfunding campaign for flagship product 'LattePanda', which received 500% funding of the original goal

**(2015-03) – (2015-07) EF Education First, Shanghai, PRC
English Teacher**

Preparing and teaching lessons to young learners

**(2013-09) - (2014-11) Singapore International English, Jinan, PRC
English Teacher**

Teaching English vocabulary, grammar, and phonics to young learners

**(2012-04) - (2013-07) Office Recruitment, London, UK
Administrator**

- Assisting with telephone enquiries
- Arranging interviews
- Managing customer database

Skills

- | | |
|-------------------|-----------------------|
| • Python | • Autodesk Fusion 360 |
| • Javascript | • Atlassian Jira |
| • Adobe Photoshop | • Git/GitHub |
| • Adobe Premiere | • Microsoft Office |

Education

**(2008-09) - (2011-07) University Of Kent, Canterbury, UK
BA (Hons) English Language and Linguistics**

Interests

I have a wide range of interests, particularly in technology, DIY, and travel. My interest in technology has given me the opportunity to work in the Netherlands and in China, where I have developed my technical abilities and understanding of local language and culture. In my spare time I enjoy using Python to automate processes, as well as designing and 3D printing practical objects.

References available upon request.