

Paolo Espiritu

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Date of birth: 2nd August 1998

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Education:

University of Brighton

September 2016 - Present

Mithras House, Lewes Rd, Brighton BN2 4AT

Computer Science

Second Year Average: 63

Sussex Downs College

September 2014 - 2016

Eastbourne, East Sussex

IT Business BTEC (Extended diploma)

Final grade: Triple Distinction

St Richard's Catholic College

2009 - 2014

Bexhill, East Sussex

Final Grade: 7 A*-C (Including Maths, English and Science at a grade C and above)

Skills:

Programming Languages: Java and C#, experience in HTML, CSS, C, C++, VBA.

Data Technology: SQL Server Management.

Operating Systems: Windows, OSX, experience in Linux.

Development Tools: Git, Eclipse, Android Studio, Visual Studio/Code, Arduino.

Career History:

Workplace: Clarksons Research

July 9, 2018 – August 9, 2019

Data Technician (Placement)

I gained a years' experience of working in the shipping research industry as a Data Technician. I co-ordinated with offshore analysts in the preparation of raw data for their monthly publications with the use SQL Server queries, stored procedures and Excel spreadsheets.

I followed a strict monthly schedule as well as carrying out administrative operational tasks. I liaised closely with the sales and marketing team to update the website's shop products through a SQL server database and HTML.

I was fortunate to develop my skills using Visual Studio (in C#) and version control (GitHub repository). I worked on several internal projects within the development team to automate smaller tasks that involved Excel files and preparation of emails to clients, as well as existing ongoing projects.

Other Key Responsibilities:

- Corresponded with offshore brokers around the world on a monthly basis to collect rates
- Take minutes in the monthly team meetings
- At the last month of my placement I had the experience of handing over and teaching the next placement students
- Carry out tests for the web development team

Workplace: Mantel Farm Shop

September 2019 – December 2019

Website Administrator

Duties

- Added and modified website pages
- Updated website content
- Updated web shop products
- Data entry of contacts for the monthly newsletter (using Mailigen services)

Workplace: Brighton University

April 2018 – June 2018

STEM Ambassador

Duties

- Host '*Antweight Challenge*' to primary and secondary school students
- Help with setup / clean-up of the event
- Assisted students with the building process of their robots

Workplace: Archaeology Plus Ltd.

February 6th, 2017 – April 2018

Database Administrator

Duties

- Inputting records into the database.
- Uploading onto the company website as well as sites such as Amazon and AbeBooks.
- Taking phone calls and answering general queries.
- Stock / record checking.
- Storing books.

Workplace: Sainsbury's

September 14th, 2015 – September 2016

General Assistant

Workplace: Primark

June 6th, 2015 – September 2015 15th 2015

Weekend Retail Assistant

School Work Experience:

Workplace: *Ocklynge Junior School*

Duties:

- Installing operating systems to laptops.
 - Helping teachers and students with technical problems.
 - Assisting and supervising students with use of computer (ICT Lessons).
 - Fixing technical faults around the schools such as projectors replacements.
 - Replacing computer
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