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Personable and driven IT/Laptop repair technician and electrician with a 9+ months experience working self-employed in this field. I am driven to excel in providing reliable, speedy tech support for clients and creating in-depth reports on IT systems.

I am presently studying for the CompTIA A+, Security+, and Network+ certifications as well as ITIL Foundations V3 and Cisco ICND1 certifications to broaden my knowledge in Networking and Systems administration which I am keenly interested in. I am also currently seeking to expand on my knowledge of IT platform integration for businesses, develop and expand on my knowledge of programming languages (Javascript, Python, HTML & CSS), and gain further experience in professional IT environments.

Work Experience – References available on request.

Laptop Repair and Refurbishment Technician, T.G. Featherstone Repair Group, Manchester January 2019 – Present (Clients include: Ancoats Coffee Co, The Globe - Chorlton)

- I started a laptop repair business based out of my home in Manchester City centre, specialising in Macbook board repair and software support. I provide quality repair and IT support, diagnosing issues and providing detailed reports to clients, and actioning the necessary repairs.
- My work has helped me to develop my time-management skill, allowing me to efficiently meet multiple deadlines set by my clients.
- I continue to develop my knowledge base around IT everyday, and the experience I've gained in the administrative aspects of running a business (invoices, keeping tax records, and client communications) has been invaluable both to myself and my clients.

Supervisor, Soup Kitchen, Northern Quarter – Manchester February 2019 – September 2019

- Responsible for administration and management of a 200 person capacity bar/restaurant and a 230 person capacity live music venue working closely with events and technical personnel.
- Working directly with senior management and company directors to meet sales targets and improve service, and develop product and service knowledge amongst team members.
- Maintenance of venue facilities and assets including cellar dispensary systems requiring
 specialist knowledge in food service and gas dispensation, till networking systems
 requiring extensive IT knowledge using Windows operating system and networking
 cable management, and use of Google Sheets and Microsoft Excel to record and manage
 venue cash flow.

Supervisor, Fallow Cafe, Manchester

September 2017 - January 2018

• Led a team to provide day and evening food and drink service in a busy, high quality bar and restaurant. Working with a team of up to fifteen people, and liaising between different departments and customers while maintaining high levels of service and professionalism has taught me to remain level-headed and focused during difficult periods of service.

Bartender, Trof Northern Quarter, Manchester

September 2015 - September 2017

- Curated and managed several live music, art exhibition, and film events for the company in 2017
- Provided high-end cocktail and food service.

Customer Service & Sales Representative, Ticketmaster, Manchester

June 2015 - September 2015

- Worked as part of the official Rugby World Cup 2015 Ticketing team to provide support to an international customer base, utilising softphone computer software and internal databases to source information and quickly solve ticketing issues at the first point of customer contact.
- While this was a temporary placement for the duration of the RWC15 tournament, the role placed great emphasis on helpful customer interaction, efficient correspondence within the team and with external departments, and effective time management strategies. All of which helped me to develop my critical thinking ability and problem solving strategies.

Freelance promoter representative, Greater Manchester

January 2010 - Present (Clients include: Hey! Manchester, Mission Mars, Kilimanjaro agency, et al.)

- Provided production/artist liaison for live event productions agencies.
- Ticketing / Box Office management.
- Merchandising and Sales.
- Event Promotions and Advertising

Auxiliary Nurse (HCA Grade), Southampton Hospitals University Trust, Hampshire January 2008 – September 2010

- I worked in operating theatres to support registered surgical nurses and doctors to maintain operating theatre safety and cleanliness standards. During surgical operations, I worked to assist theatre staff by performing data entry, patient record confidentiality, and preparatory work for upcoming cases which required specialist knowledge of what surgical equipment would be required for the job.
- I have worked in neurosurgical, paediatric, vascular, and ENT departments, however, I specialised in orthopaedics and emergency out of hours work.

Qualifications

Further Education – 2004 - 2006

BTEC National Certificate Course – Music; Double Pass FSMQ (Free Standing Maths Qualification; Algebra - Pass)

AS Level Music Production; D

Secondary Education – 1999 - 2004

12 GCSEs - A* - C incl. B's in Maths, Science, English Language + Literature, History, Media, and Art

Summary

- · Proficient in use of MacOS, Linux (Arch and Debian Systems), Windows Operating systems, Microsoft Office, Adobe Photoshop, Excel, and numerous telephony/VoIP and virtual networking softwares.
- · Several years of managerial experience, managing multiple deadlines and projects to meet monthly sales and promotional targets.
- · Interpersonal and communication skills developed with experience in team-based fields of employment.
- · An adaptive and versatile writer able to create meaningful content for a range of audiences.
- · Acute attention for detail and highly developed research skills with an emphasis on brand identity.