

# TOM BUTLER

## CURRICULUM VITAE

+81 070 4803 1523  
tbutlerw@gmail.com  
tombutler.site  
Osaka, Japan

## EDUCATION

**Auckland University of Technology**  
Communication Studies  
2007 - 2009

**Media Design School**  
Diploma of Digital Media  
2004 - 2005

## CAREER

**Freelance Designer** - *Osaka, JP*  
Digital Designer  
2018 - Present

**Mabuchi English School** - *Osaka, JP*  
Curriculum Manager  
2018 - Present

**Youtap Inc** - *Auckland, NZ*  
Product & Digital Designer  
2015 - 2018

**Spark Digital** - *Auckland, NZ*  
Web & Intranet Designer  
2013 - 2015

**Vodafone NextGen** - *Auckland, NZ*  
Network Specialist  
2010 - 2013

**Vodafone Online Shop** - *Auckland, NZ*  
Online Shop Analyst  
2008 - 2010

**TVNZ** - *Auckland, NZ*  
Video Editor (Internship)  
2008

## SKILLS

### Design

Sketch, Figma, Experience Designer, Photoshop, Illustrator, Lightroom, Premiere, After Effects, Blender.

### Web

HTML5, CSS3, React, Gatsby, Git, jQuery, PHP, SQL, WordPress, Firebase, SharePoint.

### Interests

Music, Film, Technology, Design, Photography, Video Editing, Snowboarding.

- Contract designer for various companies in NZ, Australia, and Japan.
- Working on various projects; product design, video editing, branding.
- Collaboration with full-time design and development teams.

- Created a full 3 year curriculum rotation for 5 different ability levels.
- Created over 400 unique student worksheets & teaching materials.
- Teaching English in an immersive English environment.
- Provided training & support to new staff.

- UI/UX design for Youtap website, web portal & mobile payment apps.
- Product photography, video production & motion graphics.
- Digital content creation, repackaging & copywriting.
- Launched, managed & developed all social media channels.
- Built company intranet in SharePoint 365, process automation.

- In-house web designer & developer for public and internal pages.
- Consulted with creative vendors on various digital & branding projects.
- Managed the design & launch of client-facing SharePoint solutions.
- Internal workflow design & process automation.
- De facto admin for multiple internal systems.

- Network support for commercial & government UFB/fibre.
- First contact with Chorus & commercial installation technicians.
- Updating internal databases with new processes & guidelines.
- Educating business partners on new requirements & technology.

- Processing and provisioning orders using fraud prevention tools.
- Updating customer databases, documents, and contracts.
- Adapting to new campaigns & processes regularly.
- Close relationship with warehouse, security & credit teams.

- Training with editing software & industry techniques.
- Learning the dynamics of a post-production environment.
- Completed work aired on national news & TVNZ website.

REFERENCES AVAILABLE ON REQUEST.