

**Personal Information****Mobile:** 07941 726453**Address:** 3 Greenacres, Tettenhall, Wolverhampton, WV6 8SR

Full, clean driving licence &amp; own car.

**Profile & Key Skills**

A talented & versatile individual with excellent communication, interpersonal & team working skills. Pays attention to detail, is organised, analytical and tackles work methodically. Creative with the initiative to develop ideas and think visually. Patient, self disciplined, reliable, diplomatic and sensitive to other people's needs. Excellent IT skills, using Apple Macs, but also familiar with Microsoft software. Key skills:

- Media Production – Sound Recordist / Engineer & Video Producer.
- Written communications – creating documents, producing reports, e-mails & general administration.
- Interpersonal skills – team working, making & taking phone calls, liaising with other disciplines.
- Organisational skills – Planning, coordinating & prioritising work.
- Research & Analysis – gathering information from printed & digital media, web & interviewing.
- Excellent I.T. skills – Familiar with a wide variety of software on Apple Mac & Windows PC.

**Media & Film Production Experience**Media Producer as enterprise Squeaky Mouse Productions [www.squeakymouse.org.uk](http://www.squeakymouse.org.uk) May 2011 to date

Producer for Alternative Cafés promotional film project Apr 2013 – July 2013

Researcher & Project Manager to promote local Arts & Culture through media Jan 2012 - Apr 2013  
Co-authored a report and presentation with graphics

Producer &amp; Sound Recordist for project recording Stourbridge Smartfest Aug 2012

Producer &amp; Sound Recordist for project making promotional videos for three musical artists &amp; their bands at Birmingham Town Hall. June-Aug 2012

Producer/Director, Sound &amp; Editor for promotional video filmed at Moseley Folk festival Sep-Oct 2011

Independent/Freelance Media Producer &amp; Sound Recordist Mar 2010 to date

Web Manager for Wolverhampton Orpheus Male Voice Choir (Charity) Nov 2012 to date  
Setup, Maintenance & Creation of Content for a Wordpress website [www.womvc.org](http://www.womvc.org)

Producer, Editor &amp; Audio Producer for video &amp; audio of Diamond Jubilee Concert Aug-Dec 2012

Sound Recordist for feature 'O.A.Z – Nan from Hell' by Tudor Films, Caerphilly (5 days) July 2012

Produced Sound for short film 'A Normal Life' by Timepaas Productions, Birmingham Apr &amp; Sep 2011

Official sound recordist & documenter for 'Espirito Brum' festival. (5 days of live events) Sep 2011  
Set up a Posterous Space, adding contributors, posting pictures, audio and video recordings.

Sound Recordist for short film 'Tied Cottage' by Jared Morgan, Gloucestershire (4 days) Aug 2011

Producer, Writer, Sound Recordist &amp; Editor for Virgin Shorts film 'Lovers on a Cliff's Edge' May-July 2011

Sound Recordist for feature film '...and not heard' by Jared Morgan, Gloucs &amp; Bristol (5 days) Oct 2010

Sound &amp; Music Recordist for short film 'Young, Sexy &amp; BritAsian' by Seeyam Brijmohun Sep &amp; Dec 2010

Producer, Sound Recordist &amp; interviewer in 2 man team making a short documentary/promotional film for the '2Weeks 2Make It Brum' music video competition May - June 2010

**Employment & Voluntary Work**

Committee member, West Midlands Walking Group (Ramblers) <a href="http://www.wmwg.co.uk">www.wmwg.co.uk</a>	Oct 2005 to date
Walks Programme Co-ordinator, creating & leading walks, organising socials & weekend breaks.	
Steward for Moseley Folk Festival, Birmingham	Sep 2010 & Sep 2011
Volunteer worker for Flatpack Festival, Birmingham	Mar 2011
Production controller	Fortress Interlocks Ltd.
Part of the Halma Group, they design & make safety interlocking systems.	
Manufacturing Project Engineer	Alvis Vickers Ltd.
June 2003 - Feb 2004	
Manufacturing I.T. Project Engineer	Celestica Inc.
Aug 1996 - Jan 2002	
Manufacturing Graduate Trainee	A.M. Graphics Ltd.
Oct 1995 - Feb 1996	

**Media Training & Qualifications**

Associate Member of Birmingham based Producers' Forum. Monthly meetings with networking, training events and film screenings with Q&A sessions. <a href="http://www.producersforum.org.uk">www.producersforum.org.uk</a>	Sep 2010 to date
Stoke Your Fires Masterclasses: Pitching, Crowd funding & Micro budget production	1/3/13 & 5/3/13
'Basic Producing Skills' at University of Birmingham Media Centre, with Producers' Forum	20/11/12
Attended Worcestershire Film Festival for workshops & screenings	3/11/12
'Professional Camera Techniques' workshop at Light House Media Centre	28/3/11
'The Producer's Journey' conference, part of Stoke Your Fires Convention, with Producers' Forum	1/3/11
'Film Scheduling & Budgeting' training with Blue Hippo Media & Producers' Forum	6/12/10
Introduction to Ableton Live at Confetti Institute for Creative Technologies, Nottingham	Apr - Jun 2010
NOCN level 1 Certificate in Progression (QCF)	
Introduction to Video Production	Light House Media Centre, Wolverhampton
Feb - Mar 2010	
Practical training. Over 5 weeks (c. 90 hours) we produced a short informational film using Sony SD cameras, Monitors, Boom mic, 3 point lighting & edited using Final Cut Pro.	
BTEC HNC in Music Production	New College Telford
Sep 2003 - June 2005	
NCFE Certificate in Music Technology	Wolverhampton College
Sep 2002 - July 2003	

**Education & Qualifications**

German	NOCN Modern Languages, 3 credits at level 2, Wolverhampton Adult Education Service	2004
	ABC level 1 double award in practical languages, City of Wolverhampton College	2007
Loughborough University	M.Phil. (Master of Philosophy)	May 2002
	ACCA Certified Diploma in Accountancy and Finance (CdipAF)	Dec 1997
Cambridge University	Postgraduate Certificate in Design, Manufacture & Management	1994 - 1995
Durham University	BSc. Engineering, 2:1 Hons.	1991 - 1994
Wolverhampton Grammar School		1984 - 1991
4 A-levels:	Mathematics (A), Physics (A), Chemistry (C), General Studies (B)	
10 GCSE's:	6 A, 2 B, 2 C	

**Interests**

**Singing:** Perform with Wolverhampton Orpheus Male Voice Choir, who raise money for charitable causes.

**Walking:** Active member of West Midlands Walking Group. (See voluntary work.)