

# tom smith

graphic and web designer - curriculum vitae

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<http://www.tp-smith.co.uk/>

## » WHY CHOOSE ME?

I am a 21 year old graphic and web designer with a passion for design and an eye for detail. I am committed to expanding my knowledge and experience in the design and web industry, and have the drive to succeed. I am hardworking, conscientious, with good communication and self-management skills, and the ability to work to strict deadlines. All in all, I have a lot to offer.

## » EMPLOYMENT

### **Web & Graphic Designer, Horbury Design**

September 2009 - Present

Front-end development of XHTML and CSS, as well as integration with PHP. Responsible for taking a lead role in usability and accessibility issues.

### **Freelance Web/Graphic Designer**

July 2009 - September 2009

Working for various companies including Boiler Room Digital, Bang Marketing and Horbury Design.

### **Temporary Graphic Designer, Wakefield College**

February 2009 - July 2009

Responsible for designing, preparing and printing of various publications, from internal communications to external campaigns.

### **Graphic Designer, Sports Publications Ltd.**

May 2008 – February 2009

Responsible for designing adverts for National Club Golfer and Lady Golfer magazines. Also involved liaising with clients and with the Sales team.

### **Local Taxation Assistant, Wakefield Council**

January 2007 – August 2007

Involved in administering the Council Tax system. Tasks included customer service, financial monitoring, payment negotiations, and court attendance.

## » EDUCATION

### **HND in Interactive Media**

Wakefield College

September 2007 – May 2009

### **A-Levels**

Geography (A), English Language & Literature (B), Government & Politics (C)

Ossett School 6th Form

September 2004 – July 2006

## » WHAT ELSE?

When I'm not designing, I spend time playing and listening to music. I've played drums in a number of bands and have used this to expand my knowledge of design and the web. Until recently, I've also spent a lot of time helping on a voluntary basis as a youth and children's worker.

## » KEY SKILLS

### **Software:**

Photoshop, Illustrator, InDesign, QuarkXPress, Dreamweaver.  
Professional Level

### **Languages:**

Hand coded standards compliant XHTML/CSS  
Professional Level

PHP and Javascript  
Strong working knowledge

### **Other Skills:**

Good understanding of accessibility and usability issues, strong communication skills, self organisation and time management skills, ability to work independently and within a team.

## » CONTACT ME

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