



## Profile

A multi-talented, hard working young man. A reliable, diligent and creative individual who is always looking for new challenges and goals.

## Experience

May 2010 - Present

### **Future Radio** Editor (Volunteer Placement)

Future Radio is a community radio station based in Norwich. My primary role is to produce downloadable Podcast versions of the Station's regular programmes, as well as best-of compilations to be used when a Presenting team is unavailable to record. Working with Adobe Audition & Audacity I have learnt to edit programmes quickly and effectively to produce Podcasts.

May 2008 - Present

### **Self Employed** Freelance Creative

As a Freelance Creative I have designed and developed websites, print materials and animation for a variety of clients in the UK and overseas. I am responsible for all aspects of my work, from liaising with clients through to ensuring I complete the work and the final product is delivered on time. From project to project I have to adapt to many different situations, work with many different people in teams of varying sizes and use a wide array of creative software.

Nov 2007 - Present

### **Dr Coathup & Partners - UEA Medical Centre** Clinical Coder / IT Assistant

The UEA Medical Centre is a thriving GP Surgery serving Norwich's student population. As a Clinical Coder my main responsibility is to summarise patient records - to filter through each new patient's paper notes selecting significant information to form an electronic record. It is also my responsibility to review incoming hospital correspondence adding any further relevant information to the patients record. I also assist the IT Manager with IT troubleshooting and informing patients of test results.

## Education

Sept 2005 - June 2008

### **University of Lincoln** Media Production BA (Hons) – Grade 2.1

Studied Graphic Design, Flash Animation, TV and Radio Production and Photography. Gained industry experience through practical assignments.

## Education (Cont.)

Sept 2005 -  
June 2008

### Sir John Leman High School GCSE / A-Level Courses

- Media Studies, Performing Arts & English Literature A-Level - Grade B
- 10 GCSEs – Grades A\* - C
- NVQ in Business Enterprise. Pass with Merit

## Additional Details

- Holds full UK Driving License

## Hobbies and Interests

Enjoys jogging, creative writing, music appreciation and composition.

## References

References are available on request.