

Ross Harvey

8 Clover Dean, Chippenham, SN14 OPH

Mobile – 07763 635460

Email – Rossco955@gmail.com

Personal Statement

I am working towards a career in IT that will give me the opportunity to build on my existing skills and to gain qualifications.

I am a very hard worker and I am committed to providing a high standard of work. I enjoy learning and developing new skills that can come in handy when working. I can work independently and as part of a team.

I have worked as a supply teacher at a primary school and as a graphic designer for my work experience which has given me the chance of interacting with other staff members and helping pupils at school; this really developed my communication skills, both face to face and via email or phone.

Work Experience

Employer: Unicornz, Chippenham college

Position: Graphic Designer

Dates: October – December 2018

Duties: Creating a logo, a poster and website for the company.

Employer: Ivy Lane School, Chippenham

Position: Supply Teacher

Dates: January 2nd – January 6th 2017

Duties: Help with lessons, assisting the teacher and supporting the students

Education/Qualifications

Subject	Level	Grade	Institution	Year completed
ICT	Level 2	Merit	Wiltshire College	2018-2019
English	Functional Skills	Entry Level 3	Wiltshire College	2018-2019
Maths	Functional Skills	Level 1	Wiltshire College	2018-2019
Business	Level 2	PA	Sheldon School	2018
Geography	GCSE	Grade 2	Sheldon School	2018
Science	GCSE	Grade 3	Sheldon School	2018
Maths	GCSE	Grade 2	Sheldon school	2018
English	GCSE	Grade 1	Sheldon school	2018
Sport	Level 2	Merit	Sheldon school	2018

Skills/Achievements

IT skills: creating graphics using photoshop and illustrator within a given time; building computers and networks, also creating games using game maker. I also have a good knowledge of most Microsoft software e.g. PowerPoint, Word.

Others: Good English, able to work out math-related problems, good communication, quick learner

Hobbies and Interests

I like playing sports from time to time such as basketball and I keep myself fit using weights. I also enjoy watching movies and spending time with family.

References

Ben Macloughlin – Personal Tutor, Lecturer in IT.

Contact number – 01249 465266 Email – Ben.macloughlin@wiltshire.ac.uk

Paulina Folaron

Progress Coach – NEET Project

Wiltshire College & University Centre

College Road

Trowbridge BA14 OES

Email – Paulina.Folaron@wiltshire.ac.uk

Contact number - 07342049680