

Curriculum Vitae: **Melissa Wood**

Personal Information:

Address:	97 Blackberry Drive Hindley Wigan Lancashire WN2 3NT	Telephone:	01942 25 44 99
		Mobile:	07739 02 06 42
Email:	info@melissawood.co.uk	Date of Birth:	11/12/1982
Health:	Excellent, non smoking	Nationality:	British
Full, current and clean UK driving license		Marital Status:	Single

Having always been interested by good packaging design, it is my ultimate goal to work within the packaging industry. I am also a strong believer in continual self development and life-long learning.

Further Education:

2002 – 2005	Staffordshire University	Location:	Stoke-on-Trent
Degree:	BA (Hons) Multimedia Graphics	Grade:	2:1
Final Project:	A prototype online educational resource involving games design utilising webcam technology.		
Sample Modules:	Design Project Report	Grade:	First Class
	Computer Modelling	Grade:	2:1
	Interactive Xmedia Innovation	Grade:	2:1
	Scripting and Interaction	Grade:	First Class
	Design for Information Structures	Grade:	2:1
	Answering an External Brief	Grade:	2:1
	Study Skills for Multimedia Graphics	Grade:	First Class

Prior Education:

1999 – 2002	Priestley College	Location:	Warrington
BTEC Diploma:	Art and Design	Grade:	Merit
A-levels:	Art and Design	Grade:	B
	Media Production	Grade:	D
	Information Technology	Grade:	E

Recent Employment and Work Experience:

09/2005 – To-Date	Angel Solutions Ltd	Location:	Liverpool
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Multimedia Developer & Graphic Designer: Working closely with the Project Manager within the multimedia development team; my main role involves developing the company's educational partners, Millgate House Publishing & Consultancy Ltd, book products into accompanying multimedia CDrom's. The main development process consists of using Adobe Flash 8 to design and create interfaces and animations whilst scripting in AS2.0 to enhance animations and create functionality. Key responsibilities of mine are to provide design and usability solutions for the multimedia interfaces and navigation structure. Additional responsibilities of mine are to provide graphic design solutions for print work required by Millgate House using Photoshop, Illustrator and Indesign; this print work covers a wide range of printed products from flyers to perfect bound books. I directly liaise and work closely with print houses regarding this print work and CD replication. Minor responsibilities of mine are to provide technical support for Millgate's client base and to perform regular web updates.

08/2004 – 09/2004	British Telecommunications Plc	Location:	Warrington
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Full Time Sales Advisor: Working in one of BT's biggest Customer Service Centres in the North West, my role involved working within a business-to-business sector. I underwent a six week intensive BT training course which taught me skills of a high standard in customer satisfaction, projecting company image and system training. My key responsibilities involved dealing with in-coming calls regarding customer inquiries, complaints and billing issues. I gained valuable experience in working within an office environment, working upon my own initiative and problem solving as well as learning to work as part of a team.

- References upon request, please contact me.

