

# Mr. Daniel Sweeney

32, Ambleside Road, Flixton, M41 6PH

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Mobile: 07841648143  
Date of Birth: 30 December 1985

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## EDUCATION & QUALIFICATIONS

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### **2004 - 2008 BA Communications and New Media with Industrial Experience**

The University of Leeds, West Yorkshire.

*Modules included:*

Design for New Media	Internet Communications
Basic Audio/Visual Production	Communication Arts
Interface Design	Animation for New Media
History of Communications	Communication Science and Technology
New Media Data Formats	
Creating Database Applications for the Web	

### **2002 - 2004 3 'AVCE' - Information Technology (BB), Business Studies (B)**

South Trafford College, Altrincham, West Timperley, WA14 5PQ

### **1997 - 2002 10 GCSE's (A\* - C) including English, Mathematics, Science and IT**

Wellacre Technology College, Irlam Road, Flixton, Manchester, M41 6AP

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## SKILLS PROFILE

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### **IT KNOWLEDGE**

- Windows, Microsoft Software i.e. Microsoft Word, Excel, Access, Powerpoint, Publisher and MS Outlook
- Internet Explorer, Firefox, Netscape Navigator and Pinnacle Impression DVD
- Dreamweaver, Flash, HTML, Paintshop Pro, Coral Draw and Photoshop
- PHP, Coldfusion, MySQL, Cpanel, Javascript
- Linux, Terminal
- Email, Thunderbird Mail

### **TEAMWORK**

- Teamwork involving good listening skills, encouragement and negotiation was an essential part of every group work exercise conducted at university to ensure a successful result.
- Working as a team member at River Island and Next Plc encouraged me to work efficiently and competently in a team to please customers.

### **COMMUNICATION**

- Good communication skills gained from conducting presentations in front of large audiences consisting of both lecturers and students.
- Office work at Friends Provident improved my communication due to customer enquiries over the telephone and communication between different departments.
- Often being left in charge of the replenishment department at Next Plc and River Island required excellent communication to fellow employees.
- As part of Merit Sales at Next Plc, I was a mentor to new members of staff. Whilst monitoring their progression, the task expanded my communication skills and encouraged me to listen and to be understood.
- My vast retail experience has led me to develop excellent customer service skills where communication is a core tool. This also involved dealing with complaints and difficulties calmly and professionally.

## LEADERSHIP

- Leadership qualities have been shown through numerous group exercises throughout my university career where I adopt a dominant but yet supportive and positive role.
- Captaining a university football team and local football team required respect from team members, an essential component of good leadership.

## PROBLEM SOLVING

- Problem solving has been dominant throughout my education. It was an essential skill in a number of modules such as Interface Design and Design for New Media
- Often dealing with customer complaints and difficulties has led me to find solutions to problems in a calm and efficient manner.

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## EMPLOYMENT SUMMARY

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<b>14/08/06 - 03/08/07</b>	<b>Web Developer.</b> Fast Web Media, Manchester.
<b>15/05/05 - 26/08/05</b>	<b>Administrator.</b> Jobwise, Altrincham, (Friends Provident).
<b>10/2004- 05/2005</b>	<b>Sales Assistant.</b> River Island, Leeds.
<b>09/2002-09/2004</b>	<b>Merit Sales Assistant.</b> Next Plc, Manchester.
<b>Work Experience</b>	<b>Staff Member.</b> Wilson & Cooke Advertising. Manchester

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## ACTIVITIES AND INTERESTS

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<b>Sport</b>	I consider myself an extremely active person who enjoys a wide range of sports such as football, rugby and cricket. I have been a keen football player for many years and frequently compete in university, departmental and local tournaments. I also enjoy going to the gym and try to go to the gym 2-3 times a week.
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## References

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Stephen Frater

Fast Web Media  
12<sup>th</sup> Floor  
Sunlight House  
Quay Street  
Manchester  
M3 3JZ

Tel No: 0161 835 3444  
Email: On request

Occupation:  
Director of Operations

Jackie Rogers

South Trafford College  
Manchester Road  
West Timperley  
Altrincham  
Cheshire  
WA14 5PQ

Tel No: 0161 835 3444  
Email: On request

Occupation:  
College Tutor