

David Atlee – Curriculum Vitae – Front End Web Designer/Developer/Project Lead

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SC Security Cleared | Valid Driving License | No Dependants | DOB: 29th July 1976

- Reliable and dependable, experienced in Web Design, Development and Project Management
- Strong creative skills, well skilled in Adobe Master Suite CS4, Content Management Systems (CMS) and other media software
- Excellent coding skills using HTML, CSS & XHTML to W3C Standards
- Understanding of SEO, PHP, JavaScript and AJAX
- Results driven, logical and methodical approach to projects, tasks and objectives
- Well organised, good planner and use of time management to achieve deadlines
- Excellent inter-personal and communication skills
- Team player, with ability to deliver results without supervision and utilise skill sets in others
- Always seeking to learn and grow in all aspects of relative skills and personal development
- Good research and problem solving skills using resources available.

Career History

11/08 – Current – Web Project Lead

Maritime and Coastguard Agency – Southampton – Government/Emergency Service

- Revitalised and upgraded the CMS User training to be handed over to the training centre
- Analysed and reported on branch intranet issues of incorrect data since internal restructure
- Project managed and implemented refresh of branch intranets in-line with organisational structure
- Analysed and reported on object based organisational errors with CMS
- Designed and implemented quick-fix graphical refresh of agency intranet with in CMS.
- CMS User support via Service Desk Call Logging system
- Use of Prince 2 documentation for tenders and projects.

12/07 – 10/08 – Senior Web Designer/Developer

RLA Group – Bournemouth – Advertising

- Daily use of Adobe Master Suite CS3
- Creation and development of digital based products from specifications and consultation with account managers and creative team
- Production Management role involving weekly based traffic meetings, daily reviews with account managers and digital team
- Worked on digital projects for clients such as VW Group, Goodyear Dunlop, Lucozade and House of Lords
- Maintained & developed VW Group Trade Parts website (www.thetradepartsspecialists.co.uk)
- Redevelopment of existing client websites from tables to DIV based W3C standards
- Development and delivery of HTML emails using Word mail merge and [Campaign Monitor](#)
- Design and Development of [online banner ads](#) using Adobe Photoshop and Flash CS3
- Creation of Showreel DVD and [streaming media](#) of TV and Viral ads using Adobe Premiere Pro, Soundbooth, Photoshop, Flash and Encore CS3
- Design and Front End Development of Agency Intranet.

02/02 – 11/07 – Web Content Development Engineer

Maritime and Coastguard Agency – Southampton – Government/Emergency Service

- Maintained and developed major Government website (www.mcga.gov.uk) and intranet
- Daily use of Adobe Photoshop CS2, Macromedia Flash and Dreamweaver MX
- Coded to W3C standards and Governmental guidelines for accessibility
- Editing of short films using existing footage of search & rescue for presentations
- Experience with server set up providing web and CMS services
- Project managed and delivered a successful high profile international website (www.ukshipregister.co.uk) under tight deadlines, resource constraints and included liaising with external design company and marketing consultant
- Designed and project managed development of internal Document Management Library
- Project/Team managed transference of over 2000 documents into the CMS
- Designed and developed national website for sea/beach safety (www.mcga.gov.uk/seasmart)
- Two years of managing a team of four content developers
- Created and delivered training sessions to CMS users with high level of positive feedback
- Provided support to over 100 CMS users face to face, telephone, email & online tutorials
- Continual high rating in performance reviews.

2001 – (2006 as freelance) – Current - Freelance Web Design & Development

Frozen Designs – Southampton – freelance/personal website

- Design and Development of website (www.frozendesigns.co.uk)
- Set up as self-employed freelancer outside of office hours
- Personal development in relevant software, design and coding trends.
- Liaising with customers to gain an understanding of website requirements
- Designed websites and developed in HTML/CSS using Adobe Master Suite CS4 and Open Source software
 - www.sartacs.com
 - www.jolenewilliams.co.uk
 - www.intermaripolicy.org.uk
 - www.wendysprules.co.uk
- Photographic and film projects with post-production using Adobe Master Suite CS4
- Extensive use of Photoshop for photographic enhancement and web graphics
- Designed inline with corporate brand interactive maps (www.exchangeclassifieds.co.uk).

08/01 – 02/02 – Typesetter

Elite Typesetters – Eastleigh – Print

- Regular use of typesetting software and SGML coding for online documents
- Input of text, placement of graphics, equations and results
- Interpretation of proof markings
- Maintaining styles using advised guidelines.

04/98 – 08/01 – Logistics Controller/Product Coding Assistant/Call Control Co-ordinator

Computeraid – Farnborough – IT/POS Support

- Responsible for purchasing and placement of PC/POS equipment across the UK
- Research using manufacturer's websites/manuals for replacement parts
- Maintaining internal stock system.

Education and Qualifications

- COI – Protecting Information Lvl 2, Fundamentals of Management, Project Management (Prince 2), Livelink CMS Admin, Microsoft CIW Site Design, CSS Web Designs, Customer Relations, Telephone Techniques.
- HND Design Communications, AS Photography, C&G TV & Video, A Lvl Media Studies,
- 10 GCSEs inc' Video Production & Art and Design.

Hobbies

- Art & graphic design, creative writing, pop culture, photography, music, films and new media
- Team based roleplay and board gaming
- Mountain biking, snowboarding, off-roading and motor biking.

References

- MCA (Maritime and Coastguard Agency) - available upon request from HR - 02380 329100
- Sean Myers, RLA Group – 01202 597140 – SeanM@rlagroup.co.uk
- Geoff Adam, Callback Ltd - 07711 640 066 - geoff@callbacknow.co.uk.