

Simon James

Date of birth : 03 Feb 1982

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Profile

Objective I am an enthusiastic, experienced Customer Service Consultant and Freelance Photographer with a twist of administration and quality management. I have an extensive knowledge of Windows platforms, along with an in depth understanding of user requirements thus allowing me to support and administrate large solutions to clients both on and off site. I am a professional individual but still maintaining my down to earth personality, you cannot fail to be impressed with my commitment, hard work ethics and how I motivate people around me. I am business driven and bring in more clients for business through use of recommendation and the experience they have had. Interested in a new career path to drive success.

Availability August 2010 onwards

Key Skills

Proficient or familiar with a vast array of programs, concepts and technologies, including:

Adobe Photoshop CS
3DS Max

Kerridge
Microsoft Office (all applications)
Adobe After Effects

Windows Xp/Vista
Adobe Premiere
I Finish Media 100

Education and professional development

2005 - 2007

BMW Braknell - "Academy"

Retail and service training including warranty administration and excellence in customer service and product knowledge

1998 - 2001

Coulsdon College

6 GCSE and 3 A-Level grades including **Graphical Products, Media Studies, Art and Photography**

Work Experience

Ectomia

Freelance Photographer

Part time

Aug 2009 – Present

- ✓ Generating Photos for clients port folios
- ✓ Attending shows and meetings
- ✓ Club Photography for clients such as Tillate.com, Partytimeonline.co.uk
- ✓ Wedding photography
- ✓ Managing models and release forms
- ✓ Networking

BMW Parklane, Battersea

Aftersales Constultant

Full time

Jan 2007 – Jan 2010

- ✓ Customer service advisor, organization of technicians
- ✓ Money handling
- ✓ Managing phone call enquiries
- ✓ Providing excellence in customer experience
- ✓ Invoicing
- ✓ Problem solving
- ✓ Up sale on additional identified work

BMW Cooper, Croydon

Aftersales Consultant/Warranty clerk/Costing clerk

Full time

May 2004 – Jan 2007

- ✓ Customer service advisor, organization of technicians

- ✓ Handling phone call enquiries
- ✓ Providing excellence in customer experience
- ✓ Warranty administration
- ✓ Invoicing

Coulsdon College

Full time

Curriculum technician and instructor

Aug 2001 – May 2004

- ✓ Equipment maintenance
- ✓ Attending meetings
- ✓ Editing of internet information and pupils practical coursework submission
- ✓ Lesson planning and instruction

Activities and Interests

Photography Portfolios, Weddings, Still life, landscape, fashion and glamour (Examples can be provided on CD or email medium if requested)

Automobile Cars in general, sports cars, racing, events and mechanics

Computer Graphics Video and Image editorial, special effects, artwork and 3D modeling

Hobbies Radio control model creating and flying, Fitness training, Socializing

Referees

Steven Boys

Partytime entertainment ltd

CEO

www.partytimeonline.co.uk

08450 558581

07932 056438

Bruce Charmen

BMW PARK LANE BATTERSEA

After sales Manager

102-104 Stewarts Road

Battersea

London

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