

MATT BLANK'S C.V.

www.mattblank.com

PERSONAL DETAILS

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Website: www.mattblank.com

Date of Birth: 14th August, 1982

Nationality: British

KEY SKILLS

- Excellent HTML & CSS hand-coding skills
 - Good search engine optimisation skills
 - An exceptional eye for detail
 - A responsible, creative and self motivated individual
 - Excellent inter-personal, communication and writing skills
 - A fast learner who picks up new skills quickly and enjoys team work
 - Welcomes new challenges and thrives on developing skills
 - Touch type approximately eighty words per minute
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EMPLOYMENT HISTORY

2007 - Present

I work as a Senior Web Designer for Dennis Publishing in London's West End. The websites are all for their high profile in house magazines, which include, Maxim, Viz, Bizarre, Men's Fitness, PC Pro, MacUser and Auto Express. My daily work includes designing and developing promotional microsites, custom pages, HTML newsletters and Flash promos including Banners, Skyscrapers and MPU's. I have designed and created promotional material for large companies including Philips, Wilkinson Sword and Ford.

2006 - 2007

I worked for digital design agency AKQA in the Central London as a Website Producer for Microsoft's leading games console Xbox. I worked as part of a small team to maintain all the European Xbox websites on a day to day basis. I created graphics, edited Flash, as well as designed the layouts for custom page. To maintain the websites we used a bespoke CMS, which was created by Microsoft exclusively for the Xbox sites. I also became the lead Producer for Nike, updating content using XML and producing graphics and Flash for the Nike Plus websites. I also created documentation to provide training for future producers. I also worked briefly as a producer on the Sky HD website.

2001 - Present

As a freelance website designer I have designed, built and maintained many websites for various companies including music specialists, an architect practice, a West End musical, an international Fan Club and production companies. I have successfully set up an e-commerce site and helped companies effectively increase their revenue and secure significant contracts through their online presence. Websites I have created range in size from under five to more than one thousand pages. I have good search engine optimisation skills with most sites ranking very high in the top search engines. One website I created went from an average of 800,000 to six million hits per month.

Scripts

HTML/XHTML; CSS; JavaScript; XML; PHP; ActionScript

Programmes

Dreamweaver; Flash; Photoshop; Illustrator + miscellaneous sound and video programmes including Adobe Audition

I use both MAC and PC. For a more detailed look at my website work and for an online portfolio visit www.mattblank.com

2004 - 2006

I worked closely with Sony Computer Entertainment as a Product Specialist for the PlayStation One, PlayStation 2 and PlayStation Portable. I offered technical advice to consumers and staff as well as monitored agents on the PlayStation Careline to help provide a better service to their consumers. I also presented new procedures and product knowledge to

staff, as well as dealt with escalated queries regarding complicated technical issues or queries about the policies of Sony Computer Entertainment.

2003 - 2004

As an actor I performed in various theatre and television productions including tours around England and hosted documentaries for TV and Radio. I have also been involved in voice over and production work for various jingles and adverts.

2002 - Present

I worked as a freelance DJ in Liverpool, mainly working in It's a Scream (part of a national chain of popular bars) as well as special nights at a nightclub. Since then I have DJ'd various events from Graduation Balls to other social events around London.

VOLUNTARY WORK & OTHER INFORMATION

- Full driving licence.
- I am the Chairman for a successful Hospital Radio station. The charity (charity number 274806) has been running since 1971, and I have been involved as a volunteer and presenter since 1999. In 2004 I took on the position as Programme Controller, organising the on air schedule, special events and providing feedback and technical training to presenters. In 2007 I was elected as Chairman and along with a committee I am in charge of the day to day running and output of the station. I have key responsibilities to ensure many aspects of the station are running smoothly and confer with third parties on various events. I work to create new and pioneering ideas and to motivate colleagues and volunteers to make the sound of the station the highest quality possible. I was also the key player in launching our Internet Broadcasting service, becoming the first hospital radio station in the UK to broadcast online. As well as a trustee for the charity I work with other volunteers visiting the wards, interacting with a broad range of people from diverse backgrounds and of all ages.
- Other experience in the radio industry includes engineering and presenting my own shows for my university radio, producing for a Restricted Service License station and having work experience with the BBC. I have arranged, researched, conducted, recorded and edited interviews with celebrities including Sir Cliff Richard, Nancy Cartwright (Bart Simpson), Bruce Forsyth, Uri Geller and various other actors and voice artists from shows such as Thundercats, Rainbow and Dr. Who. All interviews are available for download from my website.
- I help run a large international fan club for a popstar. I organise press releases as well as liaise with management teams and Sony Music. I also research news, answer fan and press enquiries via email, help put together newsletters and write articles for magazines. I have co-ordinated parties and events for up to three thousand attendees and been involved in the advertising and running of the day. I have successfully worked to deadlines and my remit has included handling confidential information, leading as well as working within a team and working alongside other Fan Clubs from all over the world including Italy, Denmark, Germany, France and the USA. This has taught me excellent administration and communication skills whilst working with a large range of people from very different social and ethnic backgrounds.

EXAMPLE URL'S

www.mjworld.net ; www.radionorthwickpark.org ; www.rupertandthefrogsong.co.uk ; www.alansenittmemorialtrust.org
www.thrillerlive.com ; www.chaletlacerise.co.uk ; www.xbox.com ; www.nike.com/nikeplus ; www.maximmag.co.uk

EDUCATION & QUALIFICATIONS

August 2005

London College of Communication

Macromedia Flash

2000 - 2003

LIPA (The Liverpool Institute For Performing Arts)

BA (Hons), Performing Arts – Acting Route (2.1)

1993 – 2000

Watford Grammar School For Boys

2 A-Levels and 10 G.C.S.E's

1986 – 1993

Orley Farm School For Boys, Harrow