

## CV GUIDE FOR THE CREATIVE INDUSTRY



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## Introduction

CVs have a broad function to act as a marketing tool to market you for potential opportunities. In the creative industry, CVs can be used to get an interview for an internship, secure a job or graduate opportunity with an employer, get yourself out there as a freelancer, to enter competitions or promote your work and skills to secure funding for creative projects. Creative CVs can help you stand out in an industry where competition is fierce and speculative applications are common.

#### Showcase your creative skills

The written content for a traditional CV and a 'creative' CV do not differ, but the difference between the two lies in how you market yourself, as a creative CV demonstrates your ability to communicate cleanly, clearly and logical presentation in addition to show your ability to edit and demonstrate good typography and layout skills. Creative CVs typical are used for roles which include elements of design, art, technology, animation, VX/FX or production.

#### Tailor your CV to the industry requirements

There is no hard rule or blueprint for these CVs therefore you have an element of creative freedom in how you want to come across and what you want to present to recruiters. This is particularly helpful for job applicants who are new to the industry, or have very little experience as a creative CV enables you to display relevant skills in a way that text on its own cannot do. But one thing to consider and help you when designing your CV is to tailor it for each job. So identify the required experience and skills from the job description, then think about how to reflect these in your CV.

#### Importance of two CVs

Starting with a traditional CV will help you build your content which takes precedence over the design. Portraying personality, strengths and skills through creativity on your CV is important however not at the risk of your content as creativity should not be substituted for content. Start by creating a traditional CV and once you have the content prepared, you can build a creative CV.

Similar to a traditional CV, a creative CV should still read well, flow and be easy to navigate. Information should be easy to find with clear headings as if basic information is lost due to an overcomplicated design, recruiters will move onto the next CV(s) as they are unlikely to spend time looking for it.

It's important to know when a creative CV is of value and when a traditional CV will be best to submit. So ask yourself 'is the role you are applying for a creative or non-creative role and is the company creative or non-creative company'. If you're applying for a creative role in a non-creative company, those reviewing your CV may not be creative individuals, and a traditional CV would be preferred. Some larger organisations may also prefer a traditional structure. Therefore take the time to research the company, their clients, projects etc and notice how they present themselves through their website and social media platforms, to assess if at all they come across more 'corporate'. Remember the recruiter is your 'audience' so when creating a CV, keep the reader in mind.



#### Grab recruiter's attention

Creative CVs offer the opportunity to show your personality and creative style which are unique to you. This is particular useful for recruiters who are sifting through hundreds of CVs, as you have the chance of catching their attention with your creativeness. Once you have the recruiters' attention, they are likely to spend more time reading through the contents of your CV. Furthermore, showing your personality through your CV is a great way for recruiters to gage if you'll be a good fit for the team/company.

#### Fonts and colours

When designing your CV, attention should be placed on the colour palette, typography, section layout and positioning of images and icons. This will be the first thing recruiters will see at a glance, followed by the content.

There is a fine line between what is creative and what maybe going overboard or even unprofessional, so it's important to find a balance when considering your design choices. Using colours is encouraged but be mindful of the intensity of shade or how much of it used in your CV, you don't want it to be overpowering so that your content cannot be read well. Similarly, fonts should be legible so considering the style and size of the font is key.

#### Make the most of your space

Include headings and it's best to summarise and keep sections such as work experience concise as opposed to writing unnecessarily long sentences. You can always include links to your portfolio or professional social media platforms for recruiters to view your work. Remember your CV should highlight the key information required for the role you are applying for.

#### Proofread before submitting your CV

As well as ensuring you have immaculate attention for detail in ensuring your CV is visually formatted and presented well, don't forget to follow grammar rules as you will be assessed on this too.

It's strongly advisable to have your CV reviewed by someone else such as the Careers team, friends or family members too. A fresh pair of eyes can spot something you may have overlooked. A CV is written for the recruiter, not for you so having someone review it will give an idea of how it could come across to them.



## **CV Structure**

#### Name and Contact Details

Ensure your name and contact details clearly stand out and include links to online portfolios, websites, social media platforms if you present your professional work through these means.

#### Profile (optional)

This is also referred to as the summary, CV profile or personal profile. It is a short paragraph appearing at the beginning of your CV which highlights main points that you would like the recruiter to know about you as a creative professional such as your relevant skills, knowledge, experiences and your career goal.

If you are including a profile, consider the following to help with your write up:

- 1. Who are you?
- 2. What can you offer to the employer?
- 3. What are your career goals?

If you have experience, you may note your professional strengths developed from the roles you have held. But if you do not have relevant experience, you may refer to the knowledge and skills gained from your education and the transferable skills gained from other experiences.

Tip: It's a good idea to write your profile section once you've written the rest of you CV as you might then find it easier to summarise.

#### Skills

Creative CVs must include skills such as technical/specialist skills as your degrees are bound to have given you some skills industry specifics (even it's at a beginner level). You can include your soft transferable skills if they are not already included in the work experience section (avoid duplicating).

#### **Education & Qualifications**

Here you must include your academic qualifications in reverse chronological order (your most recent qualification first) with start and expected end dates. You can include key modules and a dissertation title (if relevant to the role). You can also include relevant industry projects or live briefs that you have undertaken as part of your studies or externally as long as there is a clear industry focus. Courses (including short courses such as InDesign), workshops or training and non-academic learning opportunities can also be included if it's of relevance to the opportunity you are applying for.

#### **Work Experience**

Also in reverse chronological order, note job role(s) you held, the company name(s) and start and end date(s) in addition to outlining the responsibilities held for each. Describe your experience so it highlights what you have learnt, the skills you have implemented, your responsibilities and achievements. These should be written in bullet points and the list/sentences do not need be lengthy. If you have relevant work experience in line with the opportunities you are seeking, you can create two headings for your work experience if this suits your CV: *Creative Experience (or Relevant Experience) and Additional Experience.* 



#### **Creative Experience (or Relevant Experience)**

This includes work experience which is related to the roles you are seeking and includes roles you were previously employed in, internships with companies, commissions or freelance work. You can also include any work placements you may have taken. Make sure to express what you did and highlight your industry specific skills.

#### **Additional Experience**

Non-creative experiences can be included in this section such as part-time or seasonal work. Focus on the transferable skills gained from these experiences to impress employers.

#### Voluntary Experience (Optional)

If you have any voluntary experience whether in the creative or non-creative industry, this can be included if it will add value for the recruiter to be aware of.

#### Interests (Optional)

Include interests/hobbies if they are current and have some relevance to the opportunity you are seeking, or if you can express the transferable skills you have gained which will support you in a potential job role.

#### Additional sections (Optional but highly encouraged if applicable to your sector)

#### Performances

If applicable to the job(s) you are seeking, note the performance details so recruiters can get an idea of your role within the performances you have taken on.

#### Exhibitions

If you have displayed in exhibitions, note the exhibition name, date, venue and a short description of your work. If you have this lined up, you can note 'forthcoming'. This shows recruiters that you are active within the industry.

#### Achievements or Competitions & Awards

Only include competitions, awards or prizes which are of relevance to the opportunity you are seeking if you gained recognition, for example if you were a winner, finalist or highly commended.

#### **Professional Membership**

You may want to include any professional organisation(s) you might be a member of. This also demonstrates your commitment to the sector.

#### References (optional)

You can simply state 'References available on request' if there is some space to fill in. Note: As long as you have details of your referees, you can provide this separately to the recruiter when requested as your CV does not need to contain these details.



## **CV** Tips



**Images:** Use your own images and ensure they add value to your CV, as they should be relevant to the opportunity and the company you are applying to. Images are typically complementary/an addition, so make sure they do not distract the reader from the written content. Your portfolio, website or social media should consist of images you would like to share so do not put too much emphasis on this in your CV.

**Links to portfolio/website/social media:** Ensure all hyperlinks work and the content is professional and up-to-date. If it is not, it's best not to include it in your CV until you have worked on it.

**Branding:** Your CV design represents your brand. Therefore it's important for there to be consistency in your branding from your CV to all professional platforms, websites and online portfolios.

**Document format:** It's best to save your creative CV in PDF format as this ensures the formatting is not altered.

**CV length:** One page is common for creative CVs however two pages (maximum) is acceptable if it's necessary. Ensure consistency in branding across both pages.



## **CV EXAMPLES**



# Harper Russo

🐛 07509659876

M harperrusso@gmail.com



Russodesignportfolio.com

An Architecture graduate with excellent attention to detail, strong creative and research skills achieved through relevant experience and academic studies. I am currently completing a eight-week internship in Architectural Design and have experience as a CAD Operator which has strengthened by design and creativity skills. With the ability to follow guidelines and take initiatives, I am able to excel in the tasks at hand both independently and whilst working with a team.

#### QUALIFICATIONS AND COURSES

October 2019 - June 2022 | BA (Hons) Architecture - 2:1 | London Metropolitan University

October 2021 | Architectural Design | LinkedIn Learning

October 2017 - June 2019 | BTEC Art & Design- B | Morley College London

#### WORK EXPERIENCE

May 2022-Present | Architectural Designer Intern | Gogo Studio

- Assisting with design drawings and generating design development ideas
- Discussing project requirements with the team and visiting worksites
- Organising files and materials
- Preparing contracts, reports, CAD drawings and diagrams
- Researching building codes and standards
- Developing 3D conceptual designs
- Preparing design mock-ups and colour boards

#### June 2021-April 2022 | CAD Assistant | Selfridges

- Collaborated with a team of 5 senior operators in producing accurate drawing data, designed guidelines and phasing drawings
- Assisted with digital drawing data for all Selfridges sites
- Visited potential development sites to help with analysing the capacity
- Supported the Design team in colour palette building and colour matching
- Cooperated with the team in admin duties

#### SKILLS

- Architectural CAD software
- IT literate
- Adobe InDesign
- Photoshop
- Illustrator
- Manual drafting

- Modelmaking
- Organisation
- Project management
- Communication
- Time management
- Collaboration

MARA Brown@gmail.com ⊕ amayaportfolio.ac.uk

An energetic and creative BA Fashion graduate with internships experience as a Fashion Assistant Intern where I developed experience in fashion illustration and digital fashion drawing. I am high adaptable and thrive under pressure. I am passionate about creating new fashionable designs based on the prior trend forecasting.

#### Education

BA (Hons) Fashion - 1st London Metropolitan University October 2019 - June 2022

BTEC Fashion, Textiles and Costume - A **Kingston College** October 2017 - June 2019

#### Work Experience

#### October 2021-June 2022 | Studio Assistant | River Island

- Collaborated with Photographers in producing website images of River Island products on model
- Maintained and organised stills
- Responded promptly to emails within a 48 hour timeframe

#### June 2021-September 2021 | Fashion Assistant Intern | The Kemist

- Supported with photoshoot preparations
- Prepared information and research for executive needs
- Conducted profound research while working on the ongoing projects

#### June 2020-June 2021 | Retail Sales Assistant | H&M

- Offered customers a high level of service, through styling advice and product knowledge
- Processed deliveries & stock replenishment
- Assisted with day to day running of the store

#### Skills

- Digital fashion drawing
- Photoshop
- Problem solving
- Strong design and conceptual skills
- Trend forecasting

- Fashion illustration
- Time management
- Creative Thinking
- Communication

# **Rajesh Patel**

€ 07589861652
 ⊠ RPatel@gmail.com
 In Rajesh-Patel/linkedin.com



Persistent, creative, and hardworking individual with a BA in Theatre and Performance. I have taken on additional courses such Acting Essentials. I am looking to broaden my acting skills and put into practice the knowledge and skills achieved through my experience and academia.

Height: 5ft 8in

Languages: English, Spanish, Gujarati, Hindi and Urdu.

#### **QUALIFICATION AND COURSES**

BA (Hons) Theatre and Performance - 1st London Metropolitan University October 2019 - June 2022 Acting Essentials Performers Workshop October 2021

BTEC Performing Arts - A Carmel College October 2017 - June 2019

#### WORK EXPERIENCE

#### June 2022-present | Actor | Camden Theatre

- Effectively follow director's guidance to portray specific characters in a defined way
- Learn and perform dance routines
- Improvise singing and dancing scenes
- Work as a team with other performers
- Commit to attend rehearsals 5-6 days a week

#### June 2020-May 2022 | Actor and Vocalist | Adventure Parks & Entertainment

- Delivered high quality performance in 2–4 shows a day in variety of character costumes
- Supported with daily activities in line with the scheduled shows
- Memorised lines, studied and rehearsed roles from various scripts
- Collaborated well with the cast/crew and management to ensure the show's success

#### SKILLS

- Collaboration
- Leadership
- Self-awareness
- Time management
- Flexible and adaptable

- Communication
- Creative
- Stamina
- Dance/ Contemporary and classical Indian
- UK Driving License

# Ella Martins

CONTACT CONTACT CONTACT 07509087056 Contemporal co

#### PROFILE

An enthusiastic and artistic Theatre and Film graduate with experience as a Film Producer Intern and a Production Assistant. I pride myself on time management and working under pressure on set. During my education, I attended student film events on a regular basis and took on additional courses to develop knowledge in film production.

#### QUALIFICATION AND COURSES

BA (Hons) Theatre and Film – 1st London Metropolitan University <u>October 2019 – June 2022</u>

Become a Film Producer LinkedIn Learning October 2021

#### SKILLS

- Media production
- Film and digital cameras skills
- Video editing software knowledge
- Writing and creative thinking
- Leadership
- Problem-solving
- Time management

<u>October 2018 - June 2019</u>

BTEC TV and Film - B

Leeds City College

#### WORK EXPERIENCE

#### Famegate Studios Film Producer Internship June 2022-present

- Proposing, researching, and drafting video concepts for our social media accounts and brand partnerships.
- Producing and editing a variety of videos across our YouTube Channel and platform.

ITN Productions-Advertising Production Assistant June 2020-May 2022

- Attended and assisted with shoots on location and in the studio.
- Booked crew and equipment.
- Assisted with pre-production and pitch documents.

CONTACT

## **ROB DOUGLAS**

**&** 07524356453

M robdouglas@gmail.com

O rob\_douglas\_design

Passionate and innovative Furniture and Product graduate with work experience as a Decorators Assistant and a Assistant Designer Intern. I participate in product design events as well as take additional courses such as Advancing Product Design to further develop my skills. Currently seeking for an opportunity where I can combine my experience and theoretical knowledge to innovate and create.

#### **QUALIFICATION AND COURSES**

BA (Hons) Furniture and Product Design – 2:1 London Metropolitan University October 2019 – June 2022

**BTEC Product Design- A** 

The Bedford College Group

October 2017 - June 2019

#### WORK EXPERIENCE

#### December 2021-present Decorators Assistant at Ikea

- Keeping the shop in shape with painting and decorating.
- Supporting with assembly/disassembly of shop fixtures and general DIY tasks required throughout the store.
- Keeping customers in mind when working on the shop floor, minimising disruption and remaining aware at all times of the importance of safety and the visual impact for customers.

#### June 2021-September 2021 Assistant Designer Intern at Burberry

- Communicated design ideas through research, references, and appropriate outputs ie. sketches / hand-drawings, renders or scale drawings.
- Develop designs independently, used the feedback to refine and develop ideas and solutions

#### SKILLS

- Design research and development
- 3D modelling
- Technical drawing
- Sketching and rendering
- CAD software
- Visual design
- UI design

- Furniture assembly
- Adobe InDesign
- Creative designs
- Drawing
- Problem-solving
- Communication
- Teamwork

Patalina Luck

CONTACT CONTACT 07509087056 Iuckcata@gmail.com

#### ABOUT

I am an enthusiastic, creative and hardworking Photography graduate. I have excellent attention to detail alongside very strong creative, organisational, communication and collaborative skills developed through my education and professional practice. My personal work focuses on community and identity and our relationship with the built environment. I am currently a Freelance Assistant with experience as a Social Media intern.

#### **WORK EXPERIENCE**

#### October 2021-present Freelance Assistant at Seventy7

- Making sure that the studios operations are running smoothly and that the sets are tidy and organised at all times
- Setting up the studios for the next day and responding the emails timely.

#### July 2021-September 2021 Social Media Intern at Rewallet Limited

- Published daily content on all social media platforms
- Created images, videos and all visual assets for posts
- Organised and run digital/virtual events to help the community.

#### **EDUCATION AND QUALIFICATIONS**

October 2019 - June 2022 | BA (Hons) Photography - 1st | London Metropolitan University

October 2017 - June 2019 | BTEC Photography - B | Kingston College

October 2016 - June 2017 | GCSE: Photojurnalism-B, Illustration-B, Fine Art-A | MPW College

#### SKILLS

- Great time management, planning and collaboration skills
- Excellent interpersonal skills
- Strong presentation and communication skills
- Skilled in operating flash and continuous lighting. Comfortable with a wide range of systems but with extensive experience using ProFoto, Bowens and Kinoflow.
- Excellent Post Production, Digital Capture and design capabilities using Adobe Suite (Photoshop, Lightroom, InDesign, Premiere Pro), Capture One and Phocus
- Location shoot and studio management in the context of commercial photographic shoots
- Excellent knowledge of Nikon and Canon DSLR's, Hasselblad H System, analogue 35mm, Medium and large format
- Highly proficient in video and sound capture and editing.
- Excellent Colour and Black and White darkroom skills
- Very good experience of professional social media management
- Good knowledge of exhibition curation, organisation and installation.
- UK Driving License

#### LANGUAGES

Portuguese - Native speaker Spanish - Fluent English - Fluent

#### **AWARDS**

Eizo Awards (2022) BA Photography Graduate Exhibition, (London, 2022) Portrait Salon, (London, 2020)

# Anna Pim

CONTACT CONTACT O7509804361 annapim@gmail.com Pim-photo/portfolio.com

#### PROFILE

An enthusiastic, creative, and hardworking individual with a BA in Fashion Photography and 2 years of assistant photography experience. I am adaptable in fast paced environments and have strong time management skills which have enabled me to produce high quality images for my academic projects and while working with Bonhams. I have knowledge of studio lighting and Adobe Suite which has been demonstrated during my time as an Assistant Photographer.

#### **QUALIFICATION AND COURSES**

**BA (Hons) Fashion Photography - 1st** London Metropolitan University September 2019 - June 2022

Adobe Certified Professional October 2020

BTEC Fashion and Editorial Photography – A Leeds City College September 2018 – June 2019

#### WORK EXPERIENCE

#### October 2020-April 2022 Assistant Photographer at Bonhams

- Assisted photographers to produce and edit still life imagery for auction catalogues and marketing material.
- Coordinated with the lead photographer to set up studio lighting and props.
- Followed given retouching guidelines to optimise the raw workflow and supply finished images
- Supported in maintaining quality control, coordinating with the led stylist to receive and returning products.

#### June 2018- August 2020 Barista at Pret A Manger

- Handled cash and followed food safety standards at all times
- · Worked efficiently during peak times to ensure customers were served timely
- Supported the team with coordinating delivery and restocking as required

#### PHOTOGRAPHY SKILLS

- Confident in operating digital and analogue cameras of different formats, including Canon 5D and Haselblad H6D
- Experienced in using flash and continuous lighting including ProFoto, Bowens and Kinoflow
- Skilled in using Adobe Suite: Photoshop, Bridge, InDesign and Premier
- Excellent understanding of raw workflows, inlcuding post-production and color management.
- Knowledge of Apple Mac and OSX operating system
- Strong interpersonal skills and customer service skills

#### LANGUAGES

Dutch-Native speaker English-Excellent written and spoken Italian-Basic level

# Noah Walker

#### CONTACT

- **Q** 07519823547
- 🖂 walker3@gmail.com
- O interiordesign\_noah

#### PROFILE

Energetic, inventive, and dedicated individual with a BA and MA in Interior Design. I have developed communication and customer service, design and technical skills from my experience as a Design Intern, an Office Assistant and as a Real Estate Agent. I am looking to broaden my knowledge and put skills from my academic studies into practice.

#### **EDUCATION**

MA - Interior Design - Distinction London Metropolitan University October 2021 - June 2022

BA (Hons) Interior Design - 2:1 London Metropolitan University October 2018 - June 2021

BTEC Interior Design and Styling - A Morley College London <u>October 2017 - June 2018</u>

#### WORK EXPERIENCE

#### October 2021-present Office Assistant at PW Group

- Handling incoming calls and other communications
- Managing filing system
- Recording information as needed
- Updating paperwork
- Maintaining documents

#### July 2020-August 2021 Real Estate Agent at Whitewill

- Processed incoming customer leads and their requests
- Registered clients with the partner developers and conducted viewings with clients
- Coordinated and supervised sales transactions until the payment stage

#### January 2020-July 2020 Design Intern at Emma Studio

- Supported with AutoCAD drawing packages
- Produced high quality presentation sheets and schedules
- Assisted on multiple projects at once
- Answered and making phone calls
- Captured photos for social media

# NW

#### SKILLS

**Drawing Techniques** 

**Concept Development** 

Computer visualisation

Multimedia

Model-making

**Research Skills** 

**Creative Thinking** 

- Presentation
- Teamwork skills
- **Organisational Skills**

Leon Garcia

An enthusiastic and creative individual with a BA in Architecture and MA in Environmental, Sustainable and Regeneration Design. I am passionate about creating new sustainable designs based on research, especially for systems, product, interior, environmental, urban and community-based projects. My experience as a CAD Operator and with Green Developments, and and now as a Tutor-CSR and Sustainability has enabled me to develop on my innovative abilities.

#### **WORK EXPERIENCE**

#### Leanne Consultancy Itd

Freelance Tutor-CSR and Sustainability June 2021-present

Working on a part-time basis delivering short sessions such as Sustainable Development, Sustainability in Developing Economies, Why is sustainability good for business? The Language of Sustainability, Sectoral issues in sustainability.

#### **Green Developments**

Architects Assistant Intern June 2019-April 2021

- Produced professional quality drawings to meet specifications
- Assisted in writing design and technical reports for clients
- Contributed on site client meetings.

#### Selfridges

CAD Operator May 2018-June 2019

- Produced accurate drawing data, designed guidelines and phasing drawings
- Maintained and manage digital drawing data for all Selfridges sites.

#### CONTACT

- **C** 07967231425
- 🖂 leongarcia@gmail.com
- garcialeonportfolio.ac.uk

#### **EDUCATION**

MA- Environmental, Sustainable and Regeneration Design - Merit London Metropolitan University <u>October 2021-June 2022</u>

BA (Hons) Architecture - 2:1 London Metropolitan University <u>October 2018 - June 2021</u>

BTEC Environmental Sustainability – B LSC College October 2016 – June 2018

#### **SKILLS**

- Architectural CAD software
- Sustainable Design
- Strong creative design
- IT literate
- Problem-solving
- Project management
- Interpersonal skills
- Visual presentation
- Communication skills
- Time management
- Collaboration



#### EDUCATION

BA (Hons) Creative Writing and English Literature - 1st

London Metropolitan University October 2019 - June 2022

**A-levels:** English literature-A, Drama-B, Psychology- C DLD College London October 2017 - June 2019

#### ACHIEVEMENTS

Anansi Archive Writing poetry 3rd prize 2020

Creative Writing Ink Short Story Competition 2nd prize 2019

References available on request

#### PROFILE

dynamic, creative, and diligent individual with a BA in Creative Writing and English Literature. My degree has enabled me to gain confidence in my writing techniques which I have been able to implement in my role as an English Language Creative Writing Tutor. I have an interest in slam poetry, so I am seeking for an opportunity which I can develop my skills.

#### WORK EXPERIENCE

LITE Education and International School English Language Creative Writing Tutor July 2022-present

- Organising a book club with 20 attendees on a regular basis
- Planned class sessions with supervision and Successfully tutored a group of 25 students in feeling confident in writing abilities

#### Showforce

Event Crew June 2019-April 2021

- Set up and broken down events, built and broken down temporary stages and seating structures, answered emails and phone calls.
- Developed strong communication and team work skills from coordinating with a team of 10 event support staff

KEY SKILLS	TECHNICAL SKILLS
Communication	IT Literate
Time management	Presentation
Organisation	Writing
Teamwork	Independent research and analysis
Critical reasoning	Editing



07987345612
nalakeita@gmail.com
keita\_handmade
N22

#### EDUCATION

MA – Jewellery and Silversmithing – Merit London Metropolitan University <u>October 2021–June 2022</u>

**BA (Hons) Textiles – 2:1** London Metropolitan University <u>October 2018 – June 2021</u>

BTEC Art and Design, Jewerly-B Morley College London October 2017 - June 2018

#### SKILLS

- Dexterity, attention to detail and good hand-eye coordination
- Photoshop
- Soldering
- Drawing and designing skills
- Digital jewellery drawing
- Time management
- Communication

## NALA KEITA

Dedicated, creative, passionate and hardworking individual with a BA in Textiles and an MA in Jewellery and Silversmith. I possess strong skills in handmade goods, handcrafts, and designs from working with YB International UK and as a Founder and CEO. I attend and participate in events such as exhibitions to broaden my skillset and stay up to date with developments in the sector. I am currently self-employed and working from home as a Jeweller.

#### WORK EXPERIENCE

#### Handmade by Keita Founder and CEO

<u>March 2021-present</u>

- Making digital jewellery designs based on customer preferences
- Handcrafting rings, necklaces, and brooches
- Promoting my work on social media platforms such as Instagram.

#### **YB International UK**

**Print Designer** 

June 2019-March 2021

- Created visual designs such as brochures, labels, business cards, and a range of other marketing materials
- Conceptualised designs
- Created the final designs for printing.

#### **SELECTED EXHIBITIONS**

Elements, Belfast <u>May 2022</u>

Viking-age Treasure, London <u>November 2021</u>

The world of Stonehenge, London January 2020



References available on request

# EMMA WILLIAMS

An enthusiastic, creative, and hardworking Fine Art graduate with work experience as a Painter in a gallery. I have developed industry specific and transferable skills, and enjoy taking on additional Fine Art courses. I am now seeking for an opportunity where I am showcase my passion and skills as an Artist.

#### SKILLS

- Design
- IT skills including Photoshop, Paint Shop Pro and MS Office
- Artistic talent
- Creativity
- Communication
- Time management
- Collaboration

#### **QUALIFICATION AND COURSES**

**BA (Hons) Fine Art - 1st** London Metropolitan University October 2019 - June 2022

Fine Art for Beginners

Artistic Workshop Group October 2021

BTEC Fine Art - B Morley College London October 2018 - June 2019

#### CONTACT

- 07798709821
- M emmawill@gmail.com
- O emmaart\_ldn
- D London, N19

#### WORK EXPERIENCE

#### Koko art

Fine Art Painter January 2022- June 2022

• Custom painted artworks on shoes and apparel in central London.

#### Constantine

Gallery Assistant <u>March 2021- November 2021</u>

- Provided a premium service at all times to meet the client's service requirements.
- Ensured all work is organised with a methodical approach, handled in a confidential, professional and consistent manner

#### **Park West Gallery**

Art Sales Associate May 2020- January 2021

- Set up art displays of up to 300 artworks on auction days.
- Worked alongside a close-knit team of 4-8 art team members

#### SELECTED EXHIBITIONS

London Met's Summer Show May 2022

Viking-age Treasure, London <u>November 2021</u>

The world of Stonehenge, London January 2020



ARTIST AND DESIGNER

#### PROFILE

Confident, creative, hardworking and patient individual with a BA in textiles. Developed skills in creativity, attention for detail, time management and communication from experience as an Embroidery and Embellishment Intern and Art School Tutor. I am also a Student Ambassador for my university which has improved my decision making and leadership skills. I am looking to take my academic and work experience to find an opportunity after graduation.

#### CONTACT

- 07598976547
- M serrano@gmail.com
- lilyportfolio.com
- **O** SE2

#### SKILLS

- Drawing
- Knitting
- Dyeing
- Weaving
- Embroidery and embellishment
- Photoshop
- Adobe InDesign

#### EDUCATION AND QUALIFICATIONS

BA (Hons) Textiles - 1st London Metropolitan University October 2019 - June 2022

**Understanding Knitwear** London College of Fashion October 2021

**Drawing for Textiles** 

London College of Fashion <u>May 2020</u>

#### WORK EXPERIENCE

Julien Macdonald LTD **Embroidery and Embellishment** Intern

<u>June 2022-present</u>

Working on new season collections for the catwalk, production, private client and VIP pieces, assisting with research and mood boards, sourcing fabrics and components

#### London Metropolitan University Student Ambassador

May 2021-June 2022

Provided support for events and visits to and from school/colleges and within the community, acted as a positive role model for learners, facilitated and delivered a range of activities within the university

#### Goldsmiths

**Technical Tutor** March 2021-March 2022

Worked directly with students, individually or in groups, provided technical advice and promoted creative thinking. Guided students to devise clear and informed making strategies and be able to understand and contextualise their projects.

#### **Hopeful Futures**

Art School Tutor September 2020-February 2021

Plan and deliver two art school sessions a week, delivering person centered art classes for adults who have learning disabilities using a range of art and design techniques.

#### M<sub>&</sub>H

Sales Advisor January 2018-August 2020

Inspired customers by promoting campaigns, offers and activities and to delivered a great customer experience that contributed to the sales and profit goals in the store.

> References available on request