

I am an organised, motivated individual with an eye for detail and a passion for design. As part of a team and individually I approach tasks objectively, problem solving and taking initiative to quickly learn any new skills I need to reach the best solution. I rely on these skills in a variety of situations both running a freelance business and when working with the public.

Employment History

Kate Charter Animation - Freelance Designer, Animator and Workshop Facilitator 2013 - Present

As a self employed designer and animator I have strong communication and teamwork skills which allow me to work successfully with clients, production companies and other professionals both in supporting and leading roles. I work with clients to build their brand identity or work within their existing design to create print and digital content; including logos, posters, flyers, booklets, business cards, websites, motion graphics and short films.

Animation clients include: National Galleries Scotland, Ko Lik Films, Disability History Scotland.

Design clients include: Wordsteps Speech and Language Therapy, Red Button Drama and Arts, Hilary Cacchio Sourdough.

Workshop clients include: Digitas LBi, Borders Youth Theatre, Animation Jam, Dalry Primary School.

Winner of BAFTA New Talent awards for Animation and Best New Work in 2013

Media Education - Assistant Tutor 2014 - Present

Producing and editing short films with groups aged from 7 to 20, many of whom have additional needs. I work alongside a colleague in the main office sharing responsibility for planning and running sessions, equipment maintenance and tuition, pastoral care of the young people.

Old School Studio - Shop Coordinator 2013 - Present (seasonal)

Managing a Christmas Pop Up shop with a collective of local artists. Responsibilities include creating promotional materials for online social and local print media, shop layout, day to day running of the space, logistics of organising stock, sourcing suppliers and managing accounts using databases I created using Microsoft Office.

Hens with Pens - Life Drawing Tutor 2016 - Present

Teaching life drawing and maintaining a fun yet productive and respectful environment with a group of 10 to 20 'Hens'. I plan flexible activities to suit each group's needs on the day, manage the equipment and drawing materials, travel to the venue and liaise with the group leader and model for each session.

National Galleries of Scotland - Retail and Ticketing Assistant June - September 2017

Fixed term contract over the summer exhibition. Responsible for greeting and assisting visitors and customers with gallery and local area queries, handling cash, sorting deliveries and updating product displays.

CGL Health and Social Care Charity - Receptionist and Administration Assistant May - August 2017

Volunteer position at the Edinburgh and Midlothian Offender Recovery Service. First point of contact for visiting service users, responsible for dealing with phone enquiries, managing petty cash, booking meeting rooms and filing invoices.

Employment During Study: Urban Angel (2013) - waiter and front of house; Chapman's Farm (2012) - tractor driver; Bourn Golf and Leisure (2006-2011) - bar tender, receptionist and lifeguard.

Skills

First Aid at Work Certified
Microsoft Office
Adobe Creative Suite
Full driving licence
PVG scheme membership

Other Experience

Graphic Design Specialisation - CalArts Coursera Certificate 2017
'Gen Up' Training by TRC Media and Channel 4 2013
Red Kite Animation - office based work experience placement 2013
The Leith Agency - office based work experience placement 2011
Emily Carr University of Art and Design - exchange program 2010

Education

2008-2012 **Edinburgh College of Art, University of Edinburgh**

First Class BA (Hons) Animation

2006-2008 **Hills Road Sixth Form College, Cambridge**

A level Maths (A) Art (A) Spanish (B) - AS level Physics (A) History of Art (B)