

Matthew Hancock BDM

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Personal Statement

Since completing my Bachelor of Digital Media, I have worked as a Freelance Web Designer. This work has provided challenge and reward through the opportunity to work with a wide range of clients to develop a web presence relevant to their needs.

I have demonstrated the ability to collaborate with clients to produce fast, functional websites and related support systems. I bring this technical expertise along with a creative and positive outlook to my work.

I am now seeking a fresh challenge in the IT Industry and related service roles.

Skill Highlights

"Matt transferred our website to a new WordPress platform. He achieved this without any disruption to our business, and within the timeline...that he initially advised...We found Matt to be very responsive to queries and he has the ability to communicate technical matters in a non-technical manner...I highly recommend Matt." (Craig Wylie, C² Consulting)

Web Design and Development: Designed and developed websites tailored to suit client needs using HTML5 and CSS, including: informational sites and those with database components utilising the WordPress Content Management System. Proven ability to develop robust site coding, resolve issues and produce visually appealing sites.

Client Support: Worked in a freelance role, consulting with clients on needs, providing initial advice and design. Worked through prototyping, revising design (often as clients develop a sense of the possibilities) and sought to enhance their original ideas as they see the possibilities.

Software Proficiency: Advanced user of Microsoft Windows and Microsoft Office, including Word, Excel and PowerPoint. Have a sound knowledge of Adobe Creative Suite. An intermediate user of the macOS and Linux operating systems. Readily able to adapt to changes in systems and learn new software programs.

"I hired Matt as a "fix it" man when I had issues with a site that needed a lot of work, Matt completed the project on time and on budget and to a very high standard, I am very happy with the end results. Matt's attention to detail and commitment to getting the job done right the first time is why Matt is the first web designer/developer I turn to when I need a job done." (Joseph Fountain, Online Video Specialists)

Qualifications

Bachelor of Digital Media *Southern Institute of Technology*
February 2003 – November 2005

First Aid Level 1 *St John*
December 2016

National Certificate in Computing – Level 2 *James Hargest High School*
November 2001

“Matt ensured that the film he took was of high quality and maintained a level of professionalism throughout our project production. His availability was his priority, ensuring that he attended our Team Meetings. He was able to work towards and complete tasks in the designated time-frames they were required...I hope that you will engage Matt as he is an excellent worker.” (Carolyn Weston (QSM), Blind Citizens NZ - Southland Branch)

References

Kerran Larson *Director, Larson & Associates*
Work: 03 214 6030
E-mail: larson@business-fixit.co.nz

Craig Wylie *Director, C² Consulting*
Work: 04 282 0809
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Joseph Fountain *Online Video Specialists*
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