

CURRICULUM VITAE

IRENA COALES

PERSONAL PROFILE

I am a junior web designer and developer looking to break in to new career and apply recently acquired skills. Looking for a challenging role to progress quickly and grow in an environment where a significant contribution can be made.

CURRENT STUDIES

Open University Courses (ongoing) Undergraduate certificate in Web applications development

Completed studies: The client site of application development

- different client-server architectures
- benefits of client-side interactivity for web applications
- XP and waterfall development models
- usability and accessibility
- privacy and security
- JavaScript functions and event handlers
- dynamic HTML and Cascading Style Sheets (CSS)
- integration of third-party scripts into interface designs

Web applications: design, development & management

- history of the internet and the WWW and its impact on the deployment of distributed applications
- the client/server model of the WWW and the associated protocols
- evaluation of a range of web applications in terms of their accessibility, usability and structure
- creation of plans for websites demonstrating: structure and navigation
- the development of usable and accessible content
- the use of a variety of XHTML tags and CSS style rules to create web pages

Design and the web

- design theory and principles
- elements of web page design, text, color, images
- navigation, accessibility, interactivity

Other Studies: Good knowledge of Adobe Photoshop CS3 from official training workbook from Adobe Systems. Knowledge of Adobe Dreamweaver Studio 8 (see studies below).

WORK EXPERIENCE

September 2005 – September 2009	Adare Ltd, Southam (administrator)
January 2005 – August 2005	Temporary work
August 2000 - November 2004	Travelling in Canada
February 2004 – August 2004	Temporary work as a caregiver - Canada
March 2001 – February 2004	Temporary work as a caregiver whilst learning English
1998 - 2001	<i>MEA NB s.r.o., Česká Lípa, CR</i> (expert consultant)
1996 - 1998	<i>Datron a.s., Česká Lípa, CR</i> (training centre coordinator)
1992 - 1995	<i>AutoCont a.s., Česká Lípa, CR</i> (consultant, sales assistant)
1991 - 1992	<i>Studio REMA '93 spol. s.r.o., Česká Lípa, CR</i> (producer of advertisements)

EDUCATION AND QUALIFICATION GAINED

2007	<i>Warwickshire College</i> Part-time course City & Guilds Level 2 Dreamweaver Studio 8
2005	<i>Rugby College of Further Education</i> Part-time course ESOL and LCCI student
2004	<i>Focus Training Institute Ltd., Canada</i> June 2004 - Public Speaking
2004	<i>Canadian Red Cross, Canada</i> First AID course for adult, children and infants
2003 to 2004	<i>Active Learning School of English, London</i> Full-time student of English language
2001 to 2003	<i>Rugby College of Further Education</i> Part-time student of English language Computer Literacy and Information Technology
1999	<i>Social Training Institute, Czech Republic</i> November 1999 – Consultant of Effective Communication
1996 to 1998	<i>Datron a.s., Česká Lípa Czech Republic</i> Word, Excel, Access, PowerPoint, Outlook, Publisher, Internet

OTHER WORK EXPERIENCE

I have worked in many different types of employment as a part-time worker and during holidays. Administrator, sale assistant, receptionist, data entry, help-line consultant, caregiver for children and elderly, silver-service waitress.

PERSONAL INFORMATION

Sex: Female
DOB: 02/05/1973
Nationality: Czech
Languages: Czech, fluent English, basic Russian
Marital Status: Married
Interests: Travelling, reading, gardening, swimming, yoga, movies.
Health: Non-smoker
License: Full, clean driving license
Availability: Immediate

CONTACT

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