



Christine  
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## About

Adaptable to any work environment or job, I work well in a team but also as an individual. Confident in using the Adobe Creative Cloud. Industry-savvy and trend-aware, I'm enthusiastic and self motivated, with the ability to create engaging content to represent the client. Organised and unflappable under pressure; I like to set myself challenges with achievable goals and relish the opportunity to sink my teeth into new challenges.

## Experience

### **Graphics Operator - Ideal World & Create and Craft January 2016 - Present**

Responsible for the development, creation, preparation of live and pre-recorded graphic output. Preparing product information for broadcast using in-house producer panel software. Use of XML/ICOM driven data pools and databases. Daily use of the Adobe Creative Cloud suite to create full page graphics and other ad-hoc requests. Daily use of image control systems (Aston Concept, ImageOn) to transfer and organise images for directors and other colleagues for use on live air. Preparing still graphics to be played out on live air. Liaising with production teams completing requests and reports on shows. Meetings with Graphic Design and Production to discuss treatment ideas, advise and aid Producers and trainees while working closely with the Edit department. Handling multiple projects with tight deadlines. To be creative, self-motivated and have the ability to work independently. Ability to use Aston 7 and the Producer Panel for Live on air use. Offer basic system technical support in absence of on-site engineer. Accurate and fast typing skills.

### **Customer Service Representative at IKEA 2020 - 2021**

Receive all telephone calls and answer all enquiries. Handling customers enquires and complaints, and following up to ensure resolution is met. Providing customers with accurate information, relating to stock and deliveries. Helping with product faults and finding a solution. Helping with assembly advice and warrantee information.

### **Graphic Designer & Customer Service at Flexi Print 2019 - 2020**

To produce print ready files ready for production from orders made by the client. Help customers with complaints and questions. Give customers information about products and services. Take orders, and process returns. By helping customers understand the product and answering questions about their reservations. To ensure all work scheduled meets the deadlines, and is completed professionally and to the best quality possible. To be creative and self-motivated, to work independently and to deadlines. Liaise with management in designing promotional materials. Ability to multitask, prioritise workload and work effectively under pressure.

## Education

**Peterborough Regional College**  
BTEC National Diploma in Art and Design  
*Pass, Pass, Merit*

## Skills

 Illustrator

 Photoshop

 InDesign

 Microsoft Office

## Reference Details

### **Current Job Reference**

Name : Ian Brown  
Title : Graphics Operator Supervisor  
Contact Details : Ideal Home House,  
Newark Road, Peterborough,  
Cambridgeshire PE1 5WG

### **Previous Job Reference**

Name: Ethan Bartlett  
Title: Department Team Leader  
Contact Details : Kingston Park,  
Fletton Ave, Peterborough,  
Cambridgeshire PE2 9ET