

CURRICULUM VITAE

Georgina Homersham

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Profile

A hard working, eager to learn and enthusiastic individual. Currently seeking a career move into the retail sector. 2 years experience in a customer facing environment and a passion for design and retail. Looking for the next long term position and experience in this industry.

Education

Park House School 2005 - 2012:

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|------------------|------------------|---|---------------|-------------------------------|----|
| A Levels: | Biology | B | GCSEs: | English Language | B |
| | Business Studies | C | | English Literature | A |
| | Photography | C | | Maths | B |
| | | | | Biology | A |
| | | | | Chemistry | B |
| | | | | Physics | C |
| | | | | Physical Education | B |
| | | | | Photography | A |
| | | | | Double Award Business Studies | AB |
| | | | | Religious Studies | B |
| | | | | I.T. | B |
| | | | | Finance Level 3 | |

Software Programmes

Microsoft Office
Windows
Mac OS X
Adobe InDesign
Photoshop
Illustrator

Employment History

Clere Design & Print

Upon leaving education I joined Clere Design & Print as a trainee to experience all aspects of the business including sales, marketing, design and production. During my time I have progressed from supporting the Design Studio to joining the Account Management Team.

Account Manager – February 2013 to present

This is a client facing role with direct responsibility for design and print projects, which has developed my customer relationship skills and confidence. My client portfolio includes a variety of industry sectors, from golf clubs and resorts, to Vodafone Global Enterprise, Close Brothers Group, Cobra Puma, Clere Vision & Concepts, James & Cowper Accountants, and Retail Marketing Group.

Responsibilities:

- Managing multiple client accounts
- Business development
- Quality control
- Quotation preparation
- Taking and processing client briefings
- Liaising with production team
- Ensuring projects are delivered on time and within budget

Junior Designer/Artworker - August 2012 to February 2013

This was a role based in the design studio supporting the existing team of Designers and Artworkers. I quickly gained experience working with programmes such as Adobe InDesign, Photoshop and Illustrator on projects which included the creation of brochures and stationery, coupled with creating graphics for golf products such as yardage books and scorecards. Good time management and communication with the rest of the team were crucial in this role.

Responsibilities:

- Take client briefings and liaison with Account Managers
- Schedule time allocation to projects
- Creation of artwork using the above programmes
- Proof checking
- Outputting artwork ready for print

Work experience during education

Throughout my secondary education I had a number of weekend and holiday jobs including working as a groom in a professional competition stables and evening work in a bistro pub kitchen.

Hobbies and Interests

- Horse ownership and competing in British Eventing
- Reading
- Skiing
- Travelling