

Andrew Butterworth

General Manager / Project Director

mobile 07944 283 935 *give me a shout here*
email andy.b@nypocreative.co.uk *grab my attention here*
web www.nypocreative.co.uk *find out more about me here*

Introduction

A bit about me

I am a highly motivated Project Manager/Director who prides myself on delivering projects on time, in budget, to a standard that excels client expectations and whilst keeping a happy and coherent working team.

Since leaving university in 2003 with a 1st Class Honors Degree in Graphic Design & Communication I have strived to develop my skills in several areas and believe I have what is required for the delivery of successful digital projects.

Experience

Idaho Technology - General Manager

Nov 2005 - May 2010

Responsible for the general management of Idaho Technology and played a key part in the successful delivery of many major projects as well as the internal running of the company including HR, Team Development, Management Infrastructure and Health & Safety.

Responsibilities

- Programme Management / Production Co-ordination
- Project Management
- Client / Account Management
- Human Resources Management
- Documentation Production - e.g. proposals
- Administration
- Planning & Growth Strategy
- Internal Systems and Procedures
- Team Management & Motivation
- Head of Quality Assurance
- Lead Graphic Designer
- Information Architecture
- Fire Marshall / Health & Safety Representative

Nypocreative - Graphic Designer, General Manager

April 2005 - Nov 2005

I spent a year working freelance for several design agencies as well as gaining my own list of clients.

Isle of Mann Advertising - Graphic & Interactive Designer

Nov 2004 - April 2005

Having moved to the Isle of Mann for a period I worked within an advertising/design agency for clients such as Isle of Mann Post, Alliance & Leicester and Fairbairn Bank.

3T Productions - Graphic & Interactive Designer

Aug 2003 - Nov 2004

I gained a position within a strong design team in one of the countries largest education based development agencies.

Spoken Image - Graphic & Interactive Designer

May 2003 - August 2003

After graduating I landed a 3 month contract working at Spoken Image for clients including the Royal Palaces and several universities.

Education/Training

Accidental Managers

2009 - Kirkbright

Prince 2 Qualified Practitioner

2006 - APM Group Ltd

Ba(Hons) Graphic Design & Communication

*2000-2003 Salford Uni
1st Class*

Art Foundation Course

*1999 - Bury College
Distinction*

A Level English, Maths, Art

*1997-1999 Bury College
A, B, C*

Additional Skills

The best project managers are not just organisers – they combine business vision, communication skills, soft management skills and technical awareness with the ability to plan, coordinate, and execute. I believe I excel in these key areas as well as bringing other skills to the equation such as a good eye for detail, a very high motivation to provide successful projects and happy working teams as well as a dedication to Quality Assurance.

I have a sound understanding of programs such as Microsoft Word, Excel, Projects and Sharepoint as well as Photoshop, Illustrator, In-Design and Flash.

Having been trained and working within the design field for 8 years I have a great understanding of what is required from both designers and developers and understand the boundaries of designing for the web, the technologies available and how to prepare designs to ensure developers have what they require for an efficient build.

I am also an author on the online design/development magazine 'Smashing Magazine'.