Emily Bown

Developer

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Career Objective

I am a highly committed, innovative and passionately driven developer with a passion for learning. I enjoy bringing my creativity to problem solving and finding the most efficient way to implement my ideas.

I take pride in my ability to collaborate with others, and whether working with a team or on my own I bring a positive attitude to my work.

As a proven team member and leader with project management experience I am ready to join your team and help build efficient, sustainable solutions that ensure company success.

Education

CertHE Mathematics
University of Reading
September 2015 - July 2017

Core Skills

- HTML, CSS, SCSS, JavaScript
- Node.js & npm
- TypeScript Development
- PHP Development
- WordPress
- Python & AutoHotkey Scripting

- MS Excel & VBA/Macros
- Google Apps Script
- SQL & MySQL

- Git & GitHub

Work Experience

Developer

Purecontent Media, Norwich | Feb. 2022 - Current

Assisted the team by providing technical support and advice across all aspects of the business. Streamlined internal processes by identifying areas of time and cost savings and implementing more efficient methodologies including automation of lengthy manual tasks.

Job Duties:

- Delivered large and small scale projects to clients, including handovers and training clients in person then providing remote support for them as part of our follow-up.
- Identified areas in the company with potential to save time & money, and proposed then implemented solutions.
- Built new internal tools using Excel and VBA to help with person and project management.
- Provided first-line IT support for all team members.
- Trained new and existing team members in WordPress, Microsoft Excel and more.

Key Achievements:

- Automated a large number of internal processes using AutoHotkey and Python scripting.
- Built a project management system with automated monthly reports to replace the manual reporting process, increasing accuracy and saving time for the team.
- Created extensive documentation that significantly reduced the time required to deliver training to new starters.

Administrator

Suffolk Libraries, Lowestoft | June 2021 - Feb. 2022

Revamped the *Home Library Service* by migrating paper records to electronic records, reducing the risk of lost books and unnecessary costs. This also enabled housebound customers to order books online on a monthly basis.

Implemented *Long Service Awards* for long-serving volunteers by creating a tool to identify volunteers reaching milestone years and training the Volunteer Coordinator to continue using the program.