Jacob Simpson

47 MacEwan Drive

Highlands, IV2 3LH

Tel: 07480 731231

[Jacob.Simpson@me.com](mailto:Jacob.Simpson@me.com)

Profile

I'm an enthusiastic individual with a strong background in fast-paced work environments, possessing team working and managerial experience, specifically aimed towards meeting set targets and deadlines. I can easily adapt my work style to suit both team and individual undertakings. I have extensive knowledge of BIM software that has developed through my academic studies, which I know will enhance further if given the opportunity to progress my skills.

Education

St Peters Catholic High School, Wigan (September 2006 - June 2011)

GCSE: (A) x1 (B) x2 (C) x6

St John Rigby RC College, Wigan (September 2011 - May 2012)

AS Level: (A) x3 (D) x1

The University of the Highlands and Islands, Inverness (September 2013 – Present)

HNC: (A) Architectural Technology (C) Mathematics

HND: (A) Architectural Technology

BSc: Ordinary degree in Architectural Technology

BSc (Hons): Architectural Technology (Expected 1st)

Employment history

**Norr Architects Ltd**, Longman Road, Inverness

Architectural Technologist (September 2016 - Present)

I have a number of responsibilities working at Norr, ranging from assisting in BIM concept designs to preparing building documentation and technical drawings. I have experience dealing with clients and visiting building sites for the inspection of project progress. My time at Norr has exposed me to the full operations of an architectural practice and all stages that are involved in the architectural design process. I have worked on collaborative projects, working with Norr employees from across the UK, assisting in concept and building warrant drawings and photorealistic renderings.

**Vue Entertainment Ltd**, Inverness Business & Retail Park, Inverness

Customer Assistant (August 2013 – June 2015) Brand Ambassador (March 2014 – October 2015) Manager (June 2015 – September 2016)

During my time as a Customer Assistant I was responsible for various jobs, such as the training of new staff, checking delivery orders, and ensuring displays were in accordance with planograms.

After expressing an interest in business operations, I was appointed a marketing position. During which time, I established business contracts with interested parties, with the key intention of increasing the local awareness of the cinema. This was achieved through a combination of advertising agreements, promotions, competition running and increasing the availability of private screenings, along with other business partnerships.

After continuing to promote the cinema, I progressed to a management position, which I am still presently in. Since this time, I have been responsible for managing small and large teams, along with various operational and safety checks for the cinema. A few of these are as follows;

* Daily fire safety check of all building exits, emergency lighting, extinguishers, ect.
* Maintenance of digital projectors. (Xenon lamp / air filter changes)
* Programming trailer packs and film content into projectors.

**Tesco PLC**, Inverness Business & Retail Park, Inverness

Christmas temp (December 2013 – January 2014)

**Starbucks Coffee Company**, Inverness Business & Retail Park, Inverness

Barista (April 2013 – August 2013)

**The Co-operative Group**, Fortrose, Inverness

Store Assistant (July 2012 – May 2013)

Certificates and achievements

* Drivers Licence - Full
* First Aider - Expires July 2018
* Scottish Personal Licence Holder - Expires October 2020
* Advertising - Local business advertisements during opening film slides in exchange for local marketing. Cinema promotion via magazine distribution through online retailer, in exchange for screen rentals.

References

Claire Gaitskell

Vue Entertainment Ltd

Mob: 07464 459560

Inverness Business & Retail Park

IV2 7GD

Nikki Wilson

Standish Dental Practice

Mob: 07977 011870

32 Highstreet, Standish

WN6 OHL