

Micheala Martin

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Website/Online Portfolio: www.micheala / Flickr / Instagram / Tumblr / LiveJournal / BlogSpot

Profile

A professional events and wedding photographer with own equipment and experience of using photos to create personalised merchandise. I have worked for a number of years in offices as an administrator, including data entry and I am a good communicator and like working with people.

Work Experience

Photographer (part time)

Wedding Photography PLC

06/2014 – Present

Working on Fridays and Saturdays to capture the precious moments at weddings, engagements and anniversary parties. I started off as the Photographer's assistant and progressed to photographer in April 2015.

- Take photos at event
- Print photos or create CDs with music
- Assist event planner to find best locations for photos

Data Entry and Admin Assistant (full time)

Big Data Ltd

02/2010 – 06/2014

My role involved capturing data of clients from a range of companies and sorting this data by type prior to entering it on the company CRM. I also did general office duties for the company to cover annual leave or staff absence.

- Input data into company CRM
- Answer telephone and take messages
- Customer service and diary management

Retail Assistant (part time)

These Clothes

12/2008 – 02/2010

Working on Saturdays and Sundays, in a small family owned clothing shop. I was responsible for dealing with all customers on the weekend.

- Serve customers at the till
- Assist customers to find different sizes of clothing
- Cash handling and customer service
- Accepting and checking deliveries from the warehouse
- Opening and closing the store on Saturdays

Voluntary Experience

Photographer

Little Middle School

01/2008 – 02/2015

As a volunteer photographer, I would work at events at the school and take photographs of award ceremonies, family fun days and end of year parties. I volunteered at 16 events per year and each event required at least 3 days of work.

- Take photos of events at the school
- Load photos onto Facebook
- Load photos onto school website

Volunteer (3 weeks)

Big Paint Live, Portugal

06/2007 – 06/2007

As a volunteer I assisted with the event by helping English speakers find the right place to queue and working behind the till to sell additional paints and paper.

- Stewarding
- Customer service and answering queries
- General health and safety
- Cash Handling and stock control

Practice Based Experience

Artist

Atkin Festival

01/2014 – 02/2014

- Photographic portraits I have taken were chosen to be displayed at the festival over a 3 week period. The festival had 5,000 visitors.

Curator

Consortium of Schools Exhibition

03/2012 – 09/2012

As part of my A 'Level in Art and Design, I worked as a curator for the summer exhibition for the Consortium of Schools. The role was supervised by the head curator at the Consortium Arts Centre and one of the curators at Little Middle Village Museum and Gallery.

- Meet with head curator to decide the direction and theme of the summer exhibition
- Meet with artists and designers to purchase work or broker loan agreements
- Invigilate at the Arts Centre 3 days a week over a 2 month period.
- Assist the designers and artists when they arrive at exhibition spaces.

Practice Based/Technical/Practical Skills

- Darkroom Processing and Printing
- Able to use analogue and digital SLR
- Photoshop CS6 (Advanced)
- Premiere Pro (Basic)
- InDesign (Basic)

Other Practical Skills/Training

- Microsoft Office Suite (Word, Excel, PowerPoint/ Advanced)
- Social Media Management (Facebook, Twitter, etc.)
- First Aid at Work Training, British Red Cross (10/2016)
- Disability Awareness Training at UAL (04/2016)
- Terminal 4 Training at UAL (09/2015)
- British Sign Language CACPD Level 3
- Korean (Fluent)
- English Language (Native)
- Arabic (Beginner)
- Cellist, Grade 8 with 7 years of experience playing for live events and the Welsh Stringed Orchestra

Education

University of the Arts London: London College of Communication

09/2016 – 06/2019

BA (Hons) Photography – Pending

University of the Arts London: London College of Communication

09/2015 – 06/2016

Foundation Diploma in Art and Design – Pass

Institute of Events Professionals

09/2013 – 08/2014

IEP Certificate in Events Management – Certificate

This course was an intense course for event organisers, and I did work experience as part of the course every Monday, Wednesday and Friday night. My duties included working as bar staff on Friday nights, welcoming guests to events, stewarding and crowd control. The course taught me how to organise events, from idea to application.

Little Middle School, Wales

01/2008 – 02/2013

A 'Level (2015)

Photography – A

Art and Design – B

Mathematics – D

GCSE (2013)

Mathematics – A

English Language – B

English Literature – D

P.E. & Sport – A

Art and Design - A

Erasmus / Exchange Programmes / Other Information

I participated in the summer exchange program at school in 2010 and went to Italy for 2 months. This experience included assisting with running events for young people at local schools in Luca. I organised English classes with young people to make learning a new language fun.