Hampshire // 07957 469 991



Feb 24 to Jul 24

Oct 22 to Oct 23

Sep 18 to Oct 22

Mar 18 to Aug 18

Profile

A client facing, integrated project management professional with over 20 years experience, delivering award winning work for blue chip clients in some of London's best creative agencies.

Experienced in all areas of project management providing effective, efficient control of multiple big budget campaigns controlling them from wish to wash-up. I communicate assertively at all levels, will fit right into any busy creative environment and hit the ground running, remaining resilient, collaborative and adaptable.

Key skills

- * Wealth of client facing project management of large scale, print, digital social and TVC campaigns
- * Successfully plan and control departmental campaign schedules and budgets for multiple projects
- * Highly organised and successful interdepartmental facilitator, team leader, mentor and coach
- * Sound written, verbal communication and presentation skills
- * Great knowledge of all common Microsoft Office and Adobe Creative Cloud applications

Employment history

Leo Burnett

40 Chancery Lane London WC2A 1JA

Audio Network

The Johnson Building 77 Hatton Garden London EC1N 8JS

Sky

Grant Way Osterley Middlesex TW7 5QD

eg+

Bankside 3 90 Southwark Street London SE1 0SW

Senior Project Manager - fixed term contract

Helped integrate Vodafone into the agency of the year, following a successful pitch win. Working closely with external Management Consultants, Client Partners and Senior Clients, I helped set-up process and projects for success.

Asked to stay on and manage the delivery of TVC's, social, OOH, retail and display advertising. Creating and communicating complex schedules, successfully handling and fulfilling diverse media plans and managing big budgets across ATL, social and digital channels.

Creative Services Manager - fixed term contract

Working alongside the Global Brand and Marketing Director to forecast, plan and control the successful delivery of multi-media campaigns supporting world-wide music releases for internationally renowned composers, producers and recording artists.

Positively impacting the firms profit through adapting ways of working, highlighting potential efficiencies, improving team morale, asserting influence at planning stages and maintaining a tight grip on project scope.

Resource Manager - permanent

Recruited to take on the Resource Management function within Europe's largest internal creative department. Responsible for developing Junior team members and as a unit ensured the efficient and effective use of all of the creative and production teams.

I built effective relationships with Heads of Business from Sky's marketing team and senior leadership throughout Sky Creative to effectively forecast fluctuating demand on resource. Was also invited to join a specialist working group to devise, develop and implement a bespoke Project and Resource Management tool, again successfully delivering operational efficiencies.

Resource / Project Manager - fixed term contract

Approached to develop an effective resource management and trafficking process for a busy creative production department. Delivering digital, print and video collateral for Mercedes, Halifax and British Gas amongst other high profile clients. Working with senior management, I reviewed, devised and successfully implemented a bespoke and flexible resource and creative traffic

eg+

Continued

process. Enthusiastically trained Account and Project Directors to champion new ways of working and between us, we improved client trust, satisfaction and revenue.

Breakthrough Media

Elizabeth House 39 York Road London SE1 7NQ

Project Manager - fixed term contract

Created a Project Management department from scratch sharing my agency experience throughout this medium sized creative implementation firm. I was trusted to devise, train and implement ways of working and procure the

Feb 17 to Feb 18

delivery process.

Remaining hands-on, I managed two direct reports and was responsible for a variety of high profile and socially impactful campaigns that demanded timely and efficient delivery of print, social content, short format film and a whole

necessary software solutions to help provide a measurable and efficient

Ogilvy

Sea Containers Upper Ground London SE1 9BO

Senior Project Manager - permanent

host of websites.

Jan 14 to Jan 17

Delivered multiple integrated campaigns for BlackRock, British Telecom and Inmarsat Aviation. Initially arrived as freelance support on BlackRock and was quickly hired on a permanent basis to takeover delivery of BT creative. I sat on the BT Account Leadership Team and managed a huge amount of direct mail and out of home campaigns from client brief all the way through to awards night.

Coordinated the production of a winning pitch for Inmarsat, eventually successfully implementing a new product launch and brand identity for our new client. I produced press ads, video, innovative interactive digital screens and was part of a team that delivered unique interactive creative for aviation exhibitions in Hamburg and Singapore.

Apple (Via Hogarth)

1 Hanover Street London W1S 1YZ

Project Manager - freelance

Jul 13 to Dec 13

Seconded to Apple to help their busy internal traffic department push the implementation of digital, print and in-store marketing material to launch the iPhone 5 and iPad Mini 2 across Europe.

Proved my ability to operate assertively and successfully through collaboration with many transcreation experts, external agencies and internal stakeholders within a fast paced, meticulous and demanding environment.

Imagination, Lowe, EHS,

Project Manager - various

Aug 01 to Feb 12

Draft FCB and more

Scan the QR code and read about my time at Imagination, Lowe, EHS, Draft FCB, Banner, Exposure and more...

Education and qualifications

University: The University of Huddersfield

Sep 95 to May 99

Course: B.A. Marketing, 2:1 (Honours)

Professional body: The IDM (Institute of Direct Marketing) Jun 99

Course: Certificate in Direct Marketing

Out and about

I spend most of my time pretending to be a horse, a tunnel or a trampoline for my two little girls. Granted the privilege of spending quality time with my two teenage daughters (yes, I have four girls), I *love* nothing more than spending hours queuing at cash registers inside Bershka, H&M, Hollister, Kiko, Mango, New Look, Next, Pull&Bear, Sephora, Uniglo, Urban Outfitters and Zara.

When I do get some timeout, I love listening to, mixing, producing and playing music. I'm a try hard runner, was a fairly competitive cyclist and have raced in a few countries across Europe.

On the odd occasion, I can be found exploring architecture, art galleries and museums in cities around the world and I've even been lucky enough to try and relax on beaches from Margate to the Maldives.