CURRICULAM VITAE

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PERSONAL DETAILS	Date of Birth: 5th July 1985 Driving License: Full Location: Halesowen, West Midlands
PERSONAL OBJECTIVE	To obtain a challenging position that utilizes my professional and academic accomplishments with the opportunity for professional growth and advancement. To lead and encourage the development of brands, products and my team.
KEY SKILLS AND ATTRIBUTES	With the knowledge and experience I have gained within my career and in addition to my 8 years of agency experience I consider myself to have gained the following key skills/personal qualities:
	 Combination of business, marketing, online, technical, design and user experience skills, particularly in the areas of all online marketing communication channels (including digital media, seo, social media, email, website design and development)
	 The ability to influence, advise and guide the management team and other key business owners and challenge confidently where necessary using logic and reasoning
	 Liaison with clients and suppliers on a day to day basis, forging excellent relationships
	 Determination to achieve all goals and objectives set
	 Excellent negotiation and communication skills Strong team player and able to manage colleagues and coordinate projects Accuracy and attention to detail in all areas of work Good practical and organisational skills
	 Competent and organisational skins Competent and confident to perform to exceptional standards under pressure Achieving strict deadlines whilst ensuring targets and budgets are met Successfully introduced hundreds of new clients to previous companies including forming new and continuous relationships with key clients such as: BBC Worldwide, Haymarket (Clothes Show Live, Garden Show Live and the Good Food Show), The Fort Shopping Centre, Pavilions Shopping Centre, National Wedding Show, Clarian Events and Birmingham City Council, TomTom, MG Motors, Kantar World Panel, NHS and IM Group (Isuzu, Subaru and Great Wall) Team member able to motivate and inspire confidence
WHAT A PREVIOUS EMPLOYER SAID ABOUT ME:	As a meticulous multi-tasker with a sharp eye for detail, Amie expertly manages some of Clevercherry's most prestigious accounts.
lan Allen, MD Clevercherry	Known for her high standards and talent for handling an ever-growing list of complex tasks, she couldn't be more up to the challenge of managing our digital delivery teams.
Role: Head of Digital	Amie's drive to achieve perfection continues in her spare time, and as a self-confessed DIY addict, she's forever working on making home even sweeter. Also a bit of an adrenaline junkie, she's taken on everything from skiing to skydiving, and is ever on the lookout for her next challenge.

EXPERIENCE	Digital & Project Director Simple Steps Design Ltd July 2015 - Present Planning Director Holman Group, Birmingham March 2015 - June 2015 Head of Digital and Client Services Rok Creative, Balsall Common September 2013 - March 2015 Head of Project Management, Digital Dept Digital Department, McCann Erickson, Solihull July 2013 - September 2013, Short term contract
	Head of Digital Clevercherry, Birmingham January 2012 - July 2013 August 2010 - January 2012, Senior Account Manager April 2008 - August 2010, Account Manager
DUTIES	 Responsible for and manage Account Management team, Digital design and development team A strong track record in leading large, complex digital and offline projects Brand management and protection of client corporate guidelines Provide digital and creative knowledge input into customer and proposition development Organised and enforced various structures for the company computer system as well as project management systems to improve organisation and efficiency Managed internal communication campaigns for company awareness and promotion Development and training of Account Executives, Administrators and Managers Attend and chair client and design team meetings Provide a key role as part of the pitch team for new business Research into client sectors to gain in depth knowledge of the industry and competitor campaigns Responsible for raising and approving monthly invoices Inspire the organisation with an analytical, test and learn culture so that the effectiveness of all digital technology is continuously increased Account planning, briefing, forecasting, reporting and development of budgets

CLIENTS	 A selection of clients that I have worked with for a mixture of Digital, Print, Brand Management, Marketing and Experiential: Mitchell's and Butlers Plc including: internal comms, Browns Restaurants and Premium Country Dining Exhibitions: Good Food Show, Garden Show Live, Clothes Show Live, National Wedding Show, Classic Motor Show, Top Gear Live BBC Worldwide: Doctor Who Experience, Wallace and Gromit Musical Marvels, Strictly Come Dancing Shopping Centers: The Fort Shopping Centre, The Pavilions Automotive including: MG Motors, IM Group including Subaru, Isuzu and Great Wall, Classic Bike and Classic Car Show. Ecommerce: Large variety of independent business including Workshopping, The Design Basket and Yale. Education: Joseph Chamberlain College, University of Birmingham, Sector Training. Kantar WorldPanel TomTom
EDUCATION	UCE University of Central England, Birmingham Multimedia Technology BSc (Hons) Degree Stourbridge College A-Level Mathematics AVCE Art & Design AVCE Information, Communication Technology Haybridge High School, Hagley 10 GCSE's 2003- Internship – Oracle Mobile Computing Provider – Ventureforth, Inc. Atlanta Joined a small Oracle based development team providing assistance and shadowing other employees in the following areas: Product debugging and QA Documentation authoring Code reviews e Service customer support (defect resolution) My Internship was carried out before University in Atlanta, GA, USA. 2007 - CIW – Website Design Manager Training Short Course Perform various web site development activities; (studying in own time) Markup Language HTML Layouts/Hyperlinks/Images etc Networking; TCP/IP Suite and Internet Addressing JavaScript
REFERENCES	Available upon request