

Curriculum Vitae

Name: NEIL GRAHAM SMITH Date of birth : Email : neil@fresh-toast.com
Nationality: British 18th November 1967 Website : <http://www.fresh-toast.com>
Driving licence :
Full UK licence

Personal statement: During the last 10 years I have worked in various roles in the chemical industry. The limited career structures available prompted me to seek training in IT. This is an area in which I have significant job-related experience. I have frequently been first point of contact for colleagues to resolve problems with software and hardware and have found the problem solving enjoyable. I view the experience gained at work and home as training rather than a hobby, and I am now looking to make my first move into the IT job market. I can contribute flexibility, commitment and varied skills to a post matched to my skill level.

EDUCATION :

1986-90:

Loughborough University,
Leicestershire

Degree in Chemistry - BSc(Hons);
Diploma of industrial studies (DIS)

1979-86:

North 6th form college, Bolton;
Smithills school, Bolton

4 A-levels including Chemistry(B), Physics(C), Maths(C)
6 O-levels (Grades A-C)

Computer Training :

Brunel college , Bristol

- ▶ Windows NT4 administration (10 week P/T)
- ▶ Networking essentials (10 week P/T)

Proficiency:

NCFE certificates,
equivalent to NVQ level 2

CTEC, Bristol

- ▶ Word course
- ▶ Excel course
- ▶ Outlook course

Advanced
Advanced
Basic

Other Training :

- ▶ Quality auditor training
- ▶ Attended seminar, 'Introducing Linux' (UWE, Bristol)
- ▶ Quality systems (ISO9001/GLP/GMP)
- ▶ Seminar on data acquisition (National Instruments)
- ▶ Seminar on ion analysis
- ▶ Breathing Apparatus training

SKILLS :

**Windows NT4
Workstation /
Server**

3 months

Successfully completed two 10-week part time courses at Brunel College, Bristol on Windows NT administration and Networking essentials with taught and hands-on components. Course details:

- ▶ OS basics and NT desktop
- ▶ Network architecture
- ▶ OSI model
- ▶ Domains & groups
- ▶ Rights & permissions
- ▶ User / group administration
- ▶ User profiles.
- ▶ Security issues
- ▶ Registry changes
- ▶ Logon scripts (taught only)

Windows 95/8
4 years

- ▶ Familiar with all aspects of windows 95/8,
- ▶ Hardware and software install & configuration
- ▶ TCP/IP and PPP troubleshooting

**Linux/GNU/X11
(Redhat 5.2,
SuSE 5.2,
Mandrake 7.0)**
1 year

- ▶ Installed and operated Linux on home PC (dual boot) using CDROM, hard disk & FTP sources
- ▶ Installed software from RPM's - Netscape, Star Office.
- ▶ Workstation : Installed X11 and KDE
- ▶ Upgraded the Linux kernel
- ▶ Resolved problems using the Linux documentation and shell level commands.
- ▶ System maintenance of startup services and configuration

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SKILLS (Continued...)

Macromedia Dreamweaver; EditPlus (HTML editor) 9 months	I recently started work on a personal web site, using Dreamweaver 2, to experiment further with HTML, DHTML, CSS and JavaScript. Please visit the site at http://www.fresh-toast.com to get a feel for what I have achieved.
HTML 4.0 9 months	<ul style="list-style-type: none">▶ Gained familiarity with page layout, browser compatibility issues, user aspects of web technologies, and an appreciation of the pace of change in this area.▶ Written date, mouseover, text scrolling and multiple window scripts to enhance my website. Used CSS to provide special effects and improve the look and feel.
Javascript, CSS 3 months	
Hardware device installation 4 years	<ul style="list-style-type: none">▶ All PC hardware – CDROM, hard drives; ISA, VLB and PCI I/O cards; network cards, RAM and cache memory; Analogue interfaces, relay outputs, serial interfaces. Extensive work experience.
Office tools	▶ Microsoft Word, Excel (advanced user) 2+ years
Other software:	▶ Hewlett-Packard Chemstation (on NT workstation) 4 years
	▶ National Instruments DasyLab & Labview 4 years

PREVIOUS EMPLOYMENT :

April 96-August 2000 Research assistant, Rhodia Organique Fine Ltd	Providing research support to chemical plant processes and customers, in collaboration with the senior research chemist. Experience of working within ISO and GLP quality systems. This post has enhanced profitability by introducing commercially focused process changes. Business area : Global bulk fine chemical manufacture.
April 91-April 96 Production chemist, Sigma-Aldrich	Multi-kilo chemical synthesis and development using a broad range of synthetic chemical techniques. I gained further experience during a secondment to the Sigma site in Poole, Dorset, while complying with stringent quality requirements throughout. Business area : Research chemical manufacture & distribution.
January-April 91 Claims assistant, Inland Revenue, Bolton	Helping to set up and administrate claims in a new tax office, data entry, dealing with phone enquiries from the public, general office administration. Business area : Public tax rebate offices.
August 88-October 89 Industrial training Ethyl Petroleum Additives	Based in the R&D section, I developed & formulated new additives, together with physical and chemical testing of fuels and lubricants. I also developed a PC database program in dBase 3+, to cross reference formulations and test results.

REFEREES:

Dr J.J.Russell
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Rhodia Avonmouth R & D Dept.
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