

CURRICULUM VITAE

I come from a background in finance where I was able to develop my customer service skills. However, I have always been interested in development and I am now looking to establish a career in the industry. This interest has led me to recently graduate from a coding Traineeship as a full stack developer including completing 2 real-world projects successfully to specification using a wide range of programming languages. I am a hardworking and loyal employee with excellent problem-solving skills and a drive to succeed. I am confident that I will make a valuable addition to your development team.

PERSONAL DETAILS

NAME: Zander Ellis

RESIDES: Glasgow

TRANSPORT: Full UK driving licence and vehicle

CONTACT DETAILS: (W) <https://zanderellis.co.uk/>
(GH) <https://github.com/WC34FRH/> (please email to request access)
(LI) <https://www.linkedin.com/in/zander-ellis-b2a822231/>

CODING TRAINEESHIP

IT Career Switch Ltd
Coding Traineeship – Full stack developer
1-year program

During the traineeship I had to demonstrate a very competent level of the following programming languages and technical skills

- HTML5, CSS3, JavaScript
- PHP, SQL, React, jQuery
- Java, Python, C#, Node.js
- Command Line Git, GitHub
- Remote API access

I have recently passed my **Microsoft 98-383: Introduction to Programming Using HTML and CSS**. More information on this certification can be found at: <https://docs.microsoft.com/en-us/learn/certifications/exams/98-383>

ADDITIONAL TECHNOLOGIES:

- Mocha, Redux, PostgreSQL

DEVELOPMENT EXPERIENCE:

Below are the two briefs of development projects I completed with IT Career Switch which can be found in my bio: <https://zanderellis.co.uk/>

Portfolio Project #1: “Gazetteer”

The specification was to reply to a website specification for a map-based app to provide information on countries – with a focus on a “mobile-first” development. Preferably using a framework, to then develop HTML, CSS and JavaScript with JQuery modules that use PHP server-based components to source data from third-party APIs (Geonames, OpenWeather). The solution is assessed on its delivery to specification, functionality, and usability.

Portfolio Project #2: “Company Directory”

A more rigorous reply to this specification was required as a user requirements document was needed to be prepared which, when signed off, triggers the release of SQL allowing to develop a “mobile first” application to maintain a company personnel database (MySQL). Sign-off is only achieved upon the student supplying an independently witnessed document providing confirmation of the system’s ability to perform error-free.

CAREER HISTORY:

Jan 2020 – Feb 2021
POSITION HELD:

KPP Chartered Accountants
Accounts Administrator

- Prepared year-end statutory financial statements for limited companies and sole traders
- Prepared corporation tax returns to be submitted to HMRC
- Prepared personal tax returns for individuals
- Prepared VAT returns
- Managed clients' Xero accounts
- Assisted with payroll duties as required

Sep 2019 – Jan 2020
POSITION HELD:

Curle & Co Chartered Accountants
Accounts Assistant

- Prepared year-end statutory financial statements for limited companies and sole traders
- Prepared corporation tax returns to be submitted to HMRC
- Prepared personal tax returns for individuals
- Managed a small portfolio of clients which required regular contact

Mar 2018 – Aug 2019
POSITION HELD:

Mazars LLP
Accounts Assistant

- Prepared year-end statutory financial statements to be lodged with company's house
- Prepared corporation tax returns for submission to HMRC
- Bank reconciliations from manual records
- Bookkeeping processes using various software (Xero and CaseWare being the main ones used on a daily basis)
- Assisted with the preparation of getting clients ready for making tax digital
- Significant experience using various cloud-based accounting systems including Xero, Receipt Bank and Sage

Jun 2014 – Mar 2018
POSITION HELD:

Kean Jarman Limited
Trainee Accountant

- Managed a payroll bureau of up to 150 clients through SAGE 50 payroll
- Calculated and communicated PAYE figures
- Submitted full payment submissions to HMRC and regularly dealt with the inland revenue with regards to payroll and PAYE
- Assisted with employee payroll and tax code queries
- Data gathering, analysis and collation of client's income and expenditure
- Bank statement reconciliations and analysis of expenditure
- Data entry in SAGE 50 accounts (invoices, vat amounts, bank payments)
- SAGE set-up for new companies and provided internal support to colleagues
- Assisted in year-end accounts preparation and VAT returns for clients
- Prepared Construction Industry Scheme (CIS) returns
- Prepared CIS deduction statements for construction industry clients
- Assisted with answering general client queries and liaised with clients across a variety of sectors on a daily basis
- Communicated regularly with the partners to give job progress updates
- Point of contact for IT related issues and queries

- Went above and beyond to ensure both client satisfaction and deadlines were met

EDUCATION:

2021

Codecademy

Full Stack Engineer Career Path

Learn jQuery

Learn Python 3

Learn PHP

Learn Java

Learn C#

2016 – 2018

AAT

Level 2 and 3

2012 – 2014

Lenzie Academy

Three Higher Grades (*Grade: A – C*)

Two Intermediate Grades (*Grade: B*)

Seven Standard Grades (*Grade: 2 – 3*)