

Curriculum Vitae:Andy Smith

Personal Details:	Date of Birth - 10 May 1974
	Nationality - British
Address :	11 The Square Telford Shropshire TF4 4PQ
Email:	chris.ashley@runtimeuk.com
Telephone:	01952 123456
Education:	<p>1983 - 1986 Telford High School, Telford <i>A level English - A</i> <i>A level Maths - B</i> <i>A level Art - A</i> <i>O Level Maths - B</i> <i>O Level English - B</i> <i>O Level Chemistry - C</i> <i>O Level Physics - D</i></p> <p><i>At school I took part in many out of school activities and one of my greatest achievements was appearing on TV with a sculpture I made out of scrap metal.</i></p> <p><i>I also raised over £1000.00 for charity by selling the item at auction.</i></p>
Experience:	<p>1998 - present Hot Art 2 Go, Birmingham - General Manager <i>I manage 8 staff and take full responsibility for bottom line profits at the three galleries.</i></p> <p><i>I also manage 4 studios where up and coming artists work within the main gallery.</i></p> <p><i>Under my direction, the sites have a £2m turnover and are the largest galleries of their kind in the Midlands. We frequently win awards and have just started presenting our own awards to young artists which gains interest from around Europe.</i></p> <p>1992 - 1998 Villiers Art, Birmingham - Gallery Manager <i>As Gallery Manager, I bought in all the works, arranged themed exhibitions and private viewings both in the gallery & at clients houses.</i></p>

	<p><i>My greatest achievements are being instrumental in the development of local artists, and expanding the premises twice as business grew.</i></p> <p>1986 - 1992 Johnson & Williams, Shrewsbury - Sales Assistant <i>At this gallery I was responsible for the day to day organisation of the items for sale. This included liasing with the artists and ensuring that the artwork was well presented at all times.</i></p> <p><i>I also built up good relationships with both customers and suppliers which earned me a promotion, and the company 'Midlands Art Dealers of the year in 1992.</i></p>
Key Skills:	<p>I am capable of running a multi-site operation Proven man-management Skills Desire to innovative Full Driving Licence</p>

Please note: References available upon request.