

Matthew Frost

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Education

2009 – 2011

Liverpool John Moores University

Post Graduate Diploma, Architecture (Pass)

2004 - 2007

University of Manchester / Manchester Metropolitan University

BA (Hons) Architecture (2:2)

2001 - 2004

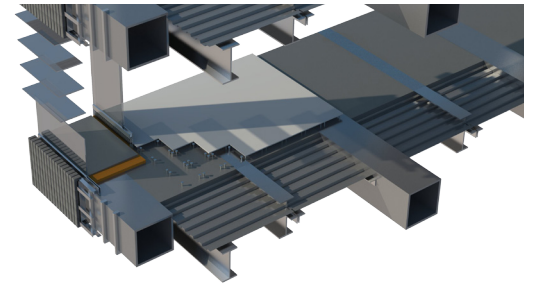
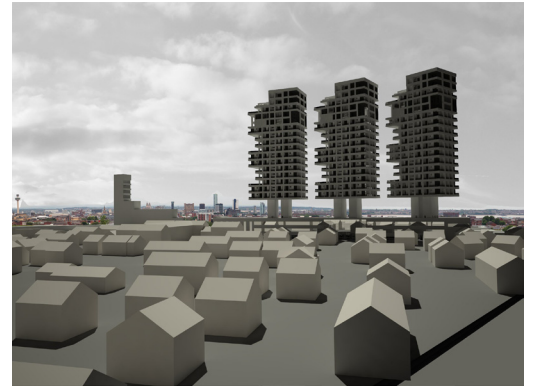
Runshaw College

A Levels : Graphics (B), Human Biology (C), English Literature (C)

1997 - 2001

Burscough Priory High School

GCSE's : 8 (1A, 5A, 1B, 1C) including English (A) and Maths (B)*



Employment History:

Full time - 2007 to 2009 (also summer 2010)

Snape Cowing Ross Architects

Architectural Assistant

As an Architectural Assistant for a small practice I was able to gain a good amount of practical experience and was able to run a number of small projects on site.

I have been able to experience work in all parts of the RIBA schedule of work (A-L). Detailed and specific information regarding my architectural experience is available on request.



Part time - 2003 to 2007

St Johns 3:30 fun club (after school and breakfast clubs)

Position held - Playwork assistant

Responsible for supervising children, running activities, setting up equipment and taking payments from parents.



Continued Overleaf



Additional Skills

I have held a full, clean, UK driving license since 2004.

Information technology is one of my interests. I can use both Apple and Microsoft systems and have a good understanding of many software packages including the Microsoft Office suite, Autodesk AutoCAD, Adobe Photoshop, Adobe InDesign, NBS Spec Writer and Google SketchUp. I also have basic knowledge of Nemetschek Vectorworks, Autodesk 3DS Max, Chaos V-ray, Adobe Illustrator and Adobe Dreamweaver.

I am a quick learner and am keen to develop my knowledge of various software packages.

In my previous position as an Architectural Assistant I have been involved with all of the RIBA work stages. I have prepared planning and building control applications, I have liaised with Clients, Consultants, Contractors and Authorities. I consider my communication and presentation skills to be competent.

Personal Information

I am a committed Christian and am very much involved in my Church (Croxteth Baptist Church). I am also involved with several youth groups and am frequently asked to speak at events.

I am often asked to help with audio-visual support at Christian conferences and for the past few years I have co-ordinated video projection and recording at an annual event for up to 400 people.

References are available on request.

