
WILLIAM NOLAN

[ADDRESS REDACTED]



[MOBILE NUMBER]

OR

[LANDLINE NUMBER]



[E-MAIL ADDRESS
REDACTED]

DATE OF BIRTH
[REDACTED]

SKILLS & EXPERTISE

- Microsoft Office
 - Administration
 - Audio Editing
 - Sage 50cloud Accounts
 - Customer Support
 - WordPress
 - JAVA Development
 - Hootsuite (Social Media)
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PROFESSIONAL EXPERIENCE

Information Technology Division, University of Limerick

E-Moderator & Technical Support

September 2019 – Present

- Provide online technical support and moderation for both lecturers and students during teleconferenced lectures provided by the University.
- Liaise with lecturers to determine the level of service they require during and after their sessions.

EcoOnline (formerly DCM Compliance), Holland Road, National Technology Park, Limerick

Software Developer

January 2014 – August 2014

- Responsible for researching, designing and implementing an automated system to retrieve, analyse and archive Safety Data Sheets for chemicals for the company's clients.
 - Carried out rigorous testing on the system before it was adopted by the company and, once implemented, monitored the performance of the system on a daily basis in addition to expanding its functionality.
 - Gave regular presentations to management on both the project I was responsible for and on other topics as required.
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VOLUNTARY EXPERIENCE

ULFM Student Radio, University of Limerick

Station Manager, Treasurer, Podcast Manager, Various Other Roles

September 2011 – September 2017

- Held various administrative roles in the station including 12 months as Treasurer and 18 months as full time Station Manager.
 - Responsible for the day to day running of the station, scheduling, training volunteers, organising events, liaising with advertisers and guests, carrying out studio maintenance, etc. Being the primary contact point for the station as well as being on-call during all broadcast hours to deal with any issues that arose.
 - As Treasurer, was responsible for managing the station's budget, handling cash, cheques, invoices and receipts.
 - Presented shows of varying genre, involving planning a running order, organising guests and sourcing topics for discussion.
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AWARDS

- 2015 and 2016 Gold President's Volunteer Awards, UL
- 2016 National Student Media Award for Radio DJ of the Year

EDUCATION

- **2019 – Present** – MA Technical Communications & E-Learning, University of Limerick
- **2018 - 2019** – Sage 50cloud Accounts Stages 1-4 Certified
- **2010 - 2016** – BSc. Multimedia and Computer Games Development, University of Limerick
- **2005 - 2010** – Leaving Certificate, Boherbue Comprehensive School, Boherbue, Co. Cork

OTHER EXPERIENCE

Fiverr

Freelance Transcriber

October 2018 – Present

Offer transcription services for customers through the Fiverr platform. Involves liaising with customers to assess their needs and then delivering professional, quality work in a prompt manner.

HOBBIES

- I'm a keen follower of the latest developments in technology, I've built many computers for various purposes and am always keeping up to date with new hardware and software of varying types. I enjoy being able to advise relatives and friends about products they are considering purchasing and also helping solve any technical issues they may be having.
- I'm an avid reader and am currently working on a project involving the production of audiobooks.
- I love to cook and bake and have amassed a large collection of recipes. I enjoy learning new techniques and enjoy producing varied items for friends and family.
- I enjoy learning languages and am currently learning Danish through the Duolingo app.

REFERENCES

Siobhán Gleeson-Hayes

Education Technologist, University of Limerick Information Technology Division

Email: [AVAILABLE BY REQUEST]

Phone: [AVAILABLE BY REQUEST]

Danny Morey

EcoOnline (formerly DCM Compliance) Technical Lead / Software Developer

Email: [AVAILABLE BY REQUEST]

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