

SM

Location

Glasgow

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To complete application review, please confirm either through the above link, or [here!](#)

Decisions with no confirmation will not be accepted and the application will be deemed still active.

[Scott Maneely](#) | [LinkedIn](#)

Scott Maneely

A highly motivated and ambitious graduate with a record of success, whose previous role was as project support at Beyonder Involve, lead the establishment of their e-commerce platform. Possesses a range of useful skills, such as web design, social media management and data management. Amateur content creator, both professionally and personally, comfortable working in a range of environments. Looking for the opportunity to continue my development in a genuine, constructive workplace.

Experience

June 2024-December 2024

Administrator | Disclosure Scotland (Via Venesky Brown) | Glasgow

- Handling sensitive and personal information in line with data protection and confidentiality rules.
- Ensuring and maintaining correct and up-to-date information.

July 2022-January 2023

Project Support | Beyonder Involve | Glasgow

- Primarily responsible for establishing and managing the social media accounts for "Sweet Charity", a new project by Beyonder Involve.
- Successfully developed the Sweet Charity e-commerce website from scratch using Odoo after being unsatisfied with the existing product despite having no prior education in such work.
- Negotiated a business relationship with another charitable organization with regards to a supply of unsellable items.
- Assisted in textile manufacturing and primary school teaching.
- Lead Beyonder Involve's entry into the Fuel Change Challenge.
- Organized and documented Sweet Charity's inventory, funding applications, and controlling documents.

January 2021-July 2022

Online Picker | Iceland Foods | Barrhead

Education

2016-2020 | University of Strathclyde-Bachelor of Science in Physics

2010-2016 | Barrhead High School

Key skills and characteristics

- Rapid learner, able to quickly adapt to my current situation
- Confident working on my own or contributing as part of a team
- Experience working with MATLAB, Odoo and RAW photograph editing.
- Working knowledge of Canva Pro, Hitfilm and Davinci Resolve software.
- Strong attention to detail and able to consistently produce high-quality work.
- Drive to always find new ways of doing things or different ways to solve problems