

# Tim Minor

## Objective

Over thirteen years web design and development experience, in agency and client-side roles, focusing on user experience and accessibility. Providing usable, cross-sector, solutions to a range of large clients within scope, budget and schedule. Able to manage multiple project demands and learn new techniques rapidly. Proven team leadership skills. Now seeking a new challenge, while continuing to make a significant contribution in a multidisciplinary, consulting capacity delivering expert advice on usability, accessibility, information architecture and user research.

## Professional Summary

- Detailed understanding of Usability, Accessibility, Search Engine Optimisation, Content Management and E-commerce
- Responsible for the production of deliverables such as Sitemaps, functional guides, styleguides, wireframes and personas
- Effective communication skills; comfortable presenting to clients at all levels, including in bid presentations
- Highly organised and able to manage multiple projects in order to deliver, despite conflicting deadlines and strict time-scales
- Motivated, enthusiastic and flexible
- Experienced in identifying user requirements and proposing effective solutions
- Practical experience of managing staff and projects
- Psychology graduate with knowledge of lab-based usability studies, ethnographic studies, research methods and statistics

## Technical Summary

- (x)HTML and CSS hand-coding
- Adobe: Dreamweaver, Fireworks, Flash, Photoshop, Illustrator and Acrobat
- Omnigraffle
- Familiarity of the issues surrounding screen-reader technologies
- Experience of analysing visitor statistics and server logs
- Familiarity of scripting languages; PHP, JavaScript and Perl
- Operating Systems: Apple OS X and Windows

## Employment

### [Aardvark Media Ltd](#)

Apr 2005 – Present

#### *Creative Director*

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- Strong Client-Agency relationships built on trust and project satisfaction
- Played a key role in helping to win contracts that built company from 3 to 15 employees
- Member of senior management team, regularly attend client meetings and bid presentations at which I advise on design and accessibility matters
- Responsible for the quality of design teams output
- Proposals, concepts, wireframes, sitemaps
- Usability testing, ethnographic research

Clients: Bav Restaurant Group. Novus Leisure. Squaremeal. Harwin. ITMA

## **Community Service Volunteers (CSV)**

Sept 2003 - Apr 2005

### *Higher Education and Web Coordinator*

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- Responsible for the management, maintenance and development of two websites and the departmental presence on the intranet.
- Provided IA, design and coding support to other departments.
- Informal user research

## **www.t75.org**

Feb 2002 - Sept 2003

### *Freelance Web Designer / Developer*

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- Freelance usability, web design and development
- The Design Museum's school Web Design Challenge - involved in judging competition entries and providing support at the regional master-classes. The competition was sponsored by Culture Online and Microsoft and had a focus on young people's issues, the law and accessibility.

Clients: Design Museum, Simply Diving, IndieLondon

## **Raleigh International UK Ltd**

Sept 2002 – Dec 2003

### *Assistant Logistics Manager / Assistant Project Manager*

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- Planning, managing and accounting of rations and equipment for around 150 people in southern Chile with Raleigh International.
- Assistant Project Manager, helping to ensure project success and producing reports on the volunteer progress and development.

## **Capgemini**

Sept 1997 – Dec 2001

### *Technical Consultant*

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- Web design and development
- Testing page concepts
- Use of test scripts
- Lab-based observation

Clients: Abbey, Cofunds.co.uk, DTI, Energis, and General Motors among others.

## Training and Conferences

### **September, 2010 (forthcoming)**

dConstruct, Brighton

### **June, 2009**

UX London Conference; featuring Don Norman, Jared Spool, Dan Saffer, Donna Spencer and others.

### **December, 2006**

In-Depth CSS and XHTML Techniques with Eric Meyer and Carson Workshops

### **December, 2004**

eLaw, an introduction to the legal issues surrounding content production for new media.

### **October, 2004**

Accessibility Workshop; Culture Online in association with City University's Centre for Human Computer Interaction.

## Education

### **1993 – 1996**

*University of Westminster, London*

BSc (Hons) Psychological Sciences – Upper Second Class

Including Statistics, Research Methods and Cognitive Psychology modules.

### **1991 – 1993**

*Guildford College, Guildford*

A Levels – Biology, Chemistry and Psychology

### **1987 – 1991**

*Guildford County School, Guildford*

GCSEs – 9 GCSE's including English and Mathematics

## Recent Reading List

### **About Face 3: The Essentials of Interaction Design**

*Alan Cooper, Robert Reimann, David Cronin (May, 2007)*

### **The Design of Future Things**

*Donald Norman (Dec, 2007)*

### **Paper Prototyping: The Fast and Easy Way to Design and Refine User Interfaces**

*Carolyn Snyder (April, 2003)*

### **Don't Make Me Think: A Common Sense Approach to Web Usability**

*Steve Krug (August, 2005)*