

ANDREW D.J. BURDEN – CURRICULUM VITAE

PERSONAL INFORMATION

BORN: 20/10/1979, Durban, South Africa

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NATIONALITY: British Citizen

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CURRENT RESIDENCE: Moscow, Russia.

EMPLOYMENT HISTORY

Sept 11 – Wall Street Institute, Moscow **Service Manager**

Promoted from Native Teacher in September 2011, I now manage my own branch of the school as Service Manager. I am directly responsible for the educational delivery of the school and have a team of 7 people working beneath me towards our goal of student satisfaction and success. I combine my day-to-day management of school and staff with a reduced teaching schedule to maintain a good connection with my students and the role is constantly testing, surprising and demanding of good all round managerial skills.

Nov 10 – Sept 11 Wall Street Institute, Moscow **Native English Teacher**

Working as a Native English Teacher has proved challenging, character building, rewarding and very enjoyable. I am responsible for planning and executing lessons ranging from 4 to 15 people and managing the students' learning at all levels. My role requires excellent people skills, situation management and the ability to think on my feet. I am now an established member of the team and have proven myself as an excellent colleague and teacher of English, whilst gaining valuable experience in a foreign culture and work environment.

May 10 – Aug 10 Publicis, London **Senior Account Manager**

I was recruited by Publicis London to be part of an exciting and ground-breaking project for Renault. Taking on the role as Senior Account Manager on the agency's leading project, I was at the heart of the Renault Mégane Experiment, which sought to push the traditional advertising envelope with an award-winning campaign. During this time I oversaw daily client communications, budget & project management and creative briefing, as well as managing the client relationship, through presentation and feedback. I also managed two Account Executives, working to optimise the team's input towards the project's success.

Aug 07 – April 10 Beattie McGuinness Bungay, London **Account Manager**

As an early graduate entrant into one of London's top start-up agencies I had exposure to high profile clients and projects from day one. I joined BMB as Account Executive on IKEA, quickly developing an appreciation for the demands of working for a major retail client. Working under pressure to tight deadlines comes as standard across all IKEA marketing communications, and I was responsible for briefing, client handling, and regulatory board approvals as part of my overall role to keep the client / agency relationship a happy one! I was promoted to Account Manager and subsequently worked on Carling and Thomson Holiday brands – most notably The Carling "you know who your mates are" campaign, and the "built with you in mind" Thomson TVC's.

Sep 05 – Jan 07 Hoare Lea Consultant Engineers, London **Building Consultant**

Graduate building services consulting engineer, liaising with clients, contractors and design teams. The position required a competent approach to tightly managed projects, including accurate undertaking of calculations and modelling. Project experience was built upon developing good relationships with clients and maintaining high standards of design consultation across a range of multi-million pound contracts.

EDUCATION

Sep 01 - June 05 University of Nottingham **Masters degree:** Architecture & Environmental Design. **MEng 2:1**

Sep 96 - June 98 The Blue School, Wells **A-levels:** Design technology / Physics / Maths **A / B / C**

Sep 94 - June 96 The Blue School, Wells **GCSE's:** including. Maths, English, Science **All grades A*- B**

PROFESSIONAL DEVELOPMENT QUALIFICATIONS

Sep 10 ISIS Greenwich School of English Trinity College TESOL certificate **Pass grade B**

Feb 09 Institute of Practitioners in Advertising IPA stage 2 campaign planning – Sony **Winner**

Nov 08 NABS "Fast Forward" 2008 Smirnoff brief **Runner Up**

Feb 08 Institute of Practitioners in Advertising IPA Foundation certificate **Pass with credit**

Feb 08 Institute of Practitioners in Advertising IPA stage 1 **Pass with credit**

OTHER INTERESTS

Outside of work, I play football socially, and watch it passionately! I love good design and never walk past a cool gadget. I am also interested in new media and business opportunities and I keep a keen eye on the latest innovations. I have a continued interest in architecture and the built environment, and go along to exhibitions when I can. I have also gained a broader perspective and great memories through extensive world travel. My perfect night out would be dinner, comedy, beers and dancing - especially after a Liverpool win!

I am happy to provide any references on request.

RECENT PHOTO

