Sian Steel

BSc, MSc

Adelaide, SA

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Full working rights - 482– Partner Visa

Key Attributes

- **Data analysis**
- **Technical report writing**
- **Project management**
- **Website management**
- **Customer service**
- **Administration**
- **Communication**
- **Data visualisation**
- **Database management**

Profile

- Passionate about switching to a career in software development showcased through currently undertaking a higher education diploma of IT and self-learning areas of coding, game development and interface design over the past year.
- Multidisciplinary communicator with 3+ years in customer service and client facing roles including as a consultant ecologist, receptionist & administrator.
- Skilled at analysing and extracting data to present in written and graphical formats that are easily understandable by the client.

Qualifications

MSc Biodiversity & Conservation	University of Leeds, UK	2016 - 2017
BSc Environmental Science	University of Leeds, UK	2013 - 2016

Employment Summary

Ecologist	Futures Ecology	Nov 2021 - Feb 2022
Assistant Ecologist	**FPCR Environment & Design**	Mar 2020 - Sep 2021
Business Development & Marketing Assistant	**NIHR Clinical Research Network**	Mar 2019 - Mar 2020
Information Governance Assistant	**Leeds Community Healthcare NHS Trust**	Nov 2018 - Mar 2019
Administration Assistant	**The Wildlife Trust BCN**	Jan 2018 - Jun 2018
Student Education Service Assistant	**University of Leeds**	Oct 2017 - Dec 2017
Helpdesk Assistant	**Leeds University Union**	Jan 2015 - Aug 2017

Most Recent Employment

Ecologist   Nov 2021 - Present

Futures Ecology, Leeds UK

An innovative startup ecological consultancy providing environmental planning solutions for development and construction projects in the UK.

- Identify bat species from multiple sites across the UK using Kaleidoscope bioacoustic software.
- Compile the relevant information including species assemblage, relevant habitat and development plans.
- Produce concise technical reports and associated plans for clients primarily within the construction industry.

Key Achievements
- Efficiently analysed thousands of sound files allowing reports to be produced on time.
- Utilised survey data and existing local records, alongside habitat information within reports to make recommendations on any changes required to the project plan or further survey requirements to clients.

Past Employment

Assistant Ecologist   Mar 2020 - Sep 2021

FPCR Environment & Design

Award winning design and environmental practice with clients including the National Trust and Cambridge University.

- Managed three construction planning projects, including client liaison, budget management and milestone reporting.
- Conducted a range of protected species surveys including site visits and leading protected species surveys.
- Created plans to present data in a coherent format to supplement reports, which included Biodiversity Net Gain calculations.

Key Achievements
- Provided workshops for five team members on the use of the analytical mapping software QGIS, enabling them to carry out assignments which spread the workload more evenly within the team.
- Presented hundreds of data points from a large project in an innovative way, garnering high praise from colleagues.
- Contributed to a wide range of technical reports including writing Ecological Appraisals and Biodiversity Impact Assessments as well as data analysis and plan production for licence applications and bat lighting schemes.

Business Development & Marketing Assistant   Mar 2019 - Mar 2020

NIHR Clinical Research Network

The National Institute for Health Research is the largest national clinical research funder in Europe.
- Organised meetings, made travel arrangements, managed booking and expenses for UK and international events.
- Supported project managers by tracking and providing updates on milestones and taking and distributing minutes.
- Populated Salesforce content from Head of Business Developments contacts.

Key Achievements
- Adapted a Google site into a project tracker accessible by the whole team, collating project information in one place and making task deadlines easier to track.
- Engaged by colleagues to undertake making and managing similar Google sites for the management of other projects.
- Gained knowledge in the elements of social media including how to use content planning software ContentCal and Sprout Social to create and schedule posts across multiple social media platforms.

Voluntary Work

Content Editor

Plastic-Free Me

A Community Interest Company that educates and raises awareness of the impacts of plastic on the environment.
- Managed a team of volunteers, editing and producing copy for an environmental campaign website.

- Delivered a speech at the National History Museum for the Sustainable Exhibitions For Museums conference which garnered collaborative partnerships for Plastic-Free Me.
- Supported a series of Lottery funded workshops to empower local youth through environmental education.

Volunteer Writer
The Canal & River Trust
A charitable trust responsible for the guardianship of over 2,000 miles of waterways in England and Wales.
- Brought the importance of the environment for wellbeing to light through a series of articles on the Network of Inland Waterways Europe website.
- Highlighted the important work carried out by the Network of Inland Waterways Europe.

Development & Training

Diploma of Information Technology	**Coder Academy / Academy of Information Technology**	In progress
Programming with C#	**Code Like a Girl**	In progress
Digital Skills: User Experience	**Accenture via FutureLearn**	Oct 2021
The Fundamentals of Digital Marketing	**Google Digital Garage**	Oct 2021
An Introduction to Video Game Production	**Udemy**	Sep 2021
Basics of testing for games	**Udemy**	Aug 2021
Create Accessible Interfaces	**The UAL Creative Computing Institute via FutureLearn**	Jul 2021
Introduction to Machine Learning	**TechUP Women**	Jul 2021
Introduction to Agile working	**PA Consulting**	Feb 2020

Technical & Software Skills

- HTML, CSS and SASS.
- Version control with Git and GitHub.
- Teaching myself the basics of C# through Code Like a Girl and CodeAcademy courses.
- Followed some of Unity's 'create with code' online tutorials to create basic games.
- Experience using web hosting services including SquareSpace and Wordpress.

Interests

Scuba diving   Digital & traditional drawing   Live music   Video games