

## Richard Hoyle | Junior Software Developer

0742 535 9297

Bristol

richardhoyle900@gmail.com

[richardhoyle.github.io](https://richardhoyle.github.io)

### Professional Profile

---

Seeking an entry level position in Software Development, I am a confident, analytical and adaptable individual looking to kickstart my career in software development. With over 10 years experience in the legal sector, customer service and sales, I have decided to pursue a career in tech, an area I have long felt a passionate towards. I have recently graduated from the Northcoders Software Development boot-camp and believe my professional experience, strong communication skills as well as a natural love of problem solving makes me a unique candidate.

### Technical Skills:

---

**Language:** JavaScript, Typescript

**Back End:** PostgreSQL, Express, Node JS

**Front End:** HTML, CSS, Tailwind, React & React Native, Node JS

**Testing:** Jest

### Work Experience:

---

#### **Junior Full Stack Developer- Northcoders - (Manchester)**

*October 2022 - February 2023*

- Full-stack 13 week Software Development Bootcamp.
- Industry best practices taught throughout including git, Test Driven Development (TDD) and pair programming.
- Please take a look at my [Portfolio Site](#) or my [GitHub](#) to see what projects I am currently working on.

#### **Redmayne Bentley Stock Brokers - Temporary Operations Administrator - (Leeds)**

*February 2022 - August 2022*

- Jointly responsible for the companies pooling project, designed to streamline operations and reduce overheads within the firm.
- Supported the corporate actions team with tasks such as facilitating the movement of assets, delivering certificates to market and liaising with offices and custodians to ensure all corporate actions are correct.
- Using MS Excel tools such as v-lookup and pivot tables to complete tasks under strict time pressures.

#### **Patagonia - Administration & Stock Associate - (Banff, Canada)**

*September 2020 - April 2021*

- Role to help fund Canadian working holiday visa.
- Completing Web orders, returns and warranties.
- Back stocking the inventory and assisting with the streamlining of processes.
- Providing assistance to sales staff on the shop floor during busy periods.
- Offered a new position streamlining the landing and managing on inventory in Patagonia stores throughout Western Canada.

#### **Sanderson Recruitment - Commercial Contracts Paralegal - (Bristol)**

*July 2019 - May 2020*

- The in house paralegal responsible reviewing, proof reading and drafting commercial contracts.
- Clarifying legal aspects of the contracts in response to client and contractor queries.
- Providing general legal assistance to Group Legal Team.
- Maintaining explanatory legal documentation on topics such as IR35, legal compliance and employment law.

### **RAC Motoring Services - Senior Legal Advisor - (Bristol)**

*July 2018 - July 2019*

- Providing fast and accurate telephone and written legal advice in all areas of private law including contract, civil litigation, medical, employment and family law.
- Displaying excellent customer service in line with strict KPIs whilst dealing with complaints, and escalating queries as per department process.
- Advising upon different insurance options to cover costs of litigation.
- Assisting with training of new starters.

### **JG Solicitors - Civil Litigation Paralegal - (Leeds)**

*August 2017 – May 2018*

- Handling a caseload of over 200 clients in a niche firm fighting the overcharging of solicitor's fees.
- Pre-Issue duties include setting up client files on Proclaim, drafting witness statements, reviewing client files and issuing Solicitors Act proceedings.
- Further duties include drafting instructions to council, creating trial bundles and drafting cost schedules.

### **The Phoenix Partnership (TPP) - Account Manager - (Leeds)**

*February 2016 - August 2017*

- Responsible for business growth and retention in the North of England of our clinical software.
- Managed relationships at Chief Executive level as well as liaising with National Health Service (NHS) staff and clinicians.
- Helped prioritize projects and define the strategic direction of the company nationally, and abroad.

### **Procter and Gamble - Customer and Consumer Care Agent - (Sydney, Australia)**

*February 2014 - April 2015*

- Cleaning, formatting and transferring product data from Microsoft Excel to the companies new database system.

### **Procter and Gamble - Customer and Consumer Care Agent - (Sydney, Australia)**

*November 2014 - February 2015*

- Experience working within the Australian Head Quarters of an international company.
- Processed phone and e-mail orders from wholesalers and clients, whilst liaising with all departments in order to answer queries from both customers and consumers via phone and social networks.
- One of two people in Australia providing logistical support to customers and overseeing the transition during the sale of the pet care arm of the business to Mars Inc.

## **Qualifications and Achievements**

---

- Masters in Law (LPC Exempting) - The University of Northumbria 2009-2013 (2:1)
- A-Levels – Psychology (A), Law (B), Business Studies (B), Biology (B)
- Exceptional Telephone Manner and Excellent Proficiency in MS Office including intermediate skills in MS Excel
- Royal College of Music – Piano (Grade 1- 7)

## **Interests and Hobbies**

---

- Fitness and outdoors - snowboarding, hiking, weightlifting, diving, cycling, paddle boarding
- Backpacking - travelled mainland Europe, South East Asia, Australia, Canada and Central America
- Cryptocurrency & Blockchain Technology
- PADI Advanced Open Water Diver