

## **Matthew Reilly Bsc (Hons) ACIAT**

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### **Profile**

On July 16<sup>th</sup> 2014 I graduated with a Bachelor of Science, First Class Honours Degree from Liverpool John Moores University in Architectural Technology. I've been employed at Ainsley Gomon Architects as an Architectural Technologist since December 8<sup>th</sup> 2014, further details of which can be found later on in my CV. On September 8<sup>th</sup> of that year I obtained my Associate membership of CIAT and I'm also currently putting together my POP record for further advancement with my CIAT membership.

## **Education & Qualifications**

### **September 2011 - July 2014**

Liverpool John Moores University,

Studied Architectural Technology, obtaining a First Class Honours Degree.

During the course of my time at university I was selected by my tutors to represent the course for CIAT inspection, where some of my work was on display, including my dissertation "Analysing and Critiquing Passivhaus against the Code for Sustainable Homes, in terms of deliverability and meeting CO2 targets". I was also selected to display and present my work at the end of year show in my final year.

### **September 2009-2011**

St. Margaret's C.E High School Aigburth, Liverpool

#### **A Level.**

"B" Grades achieved in Geography, Design Technology – Product Design and General Studies.

#### **AS Level**

"B" Grade achieved in Business Studies.

Citizenship Gold award received for completing over 80 hours of community work in and out of school.

### **2004 – 2009**

St. Margaret's C.E High School Aigburth, Liverpool

#### **GCSE**

3 "A" Grades, 6 "B" Grades, 1 "C" Grade.

In my first year at St. Margaret's I received a total of about 60 merits. At the Annual School Prize Giving I received an attainment or achievement award in every year, excluding year 9, as well as a SMART award in year 7 and year 10.

### **Related Work Experience**

#### **May 2013 – June 2013**

##### **E.C. Harris**

Completed a two week work placement at EC Harris' Manchester office. During this time I carried out changes to CAD drawings, as well as participating in student graduate programme meetings and undertaking and participating in on-site surveys and project progress meetings.

#### **May 2012 – July 2012**

##### **Sefton Borough Council / Capita Symonds**

Spent the majority of my summer break working with the Architects and the Mechanical Engineers at Sefton Borough Council and Capita Symonds. I furthered my skills on AutoCAD and Google Sketchup, while also improving my practical understanding of construction by undertaking numerous site visits.

#### **June 2008 – June 2008**

##### **Sefton Borough Council**

##### **Work Experience Student**

I completed my two weeks work experience at Sefton Borough Council in the Architects department. I found the experience highly enjoyable and interesting. During my time there I learned many basic skills that further raised my interest in pursuing my chosen career path, such as using AutoCAD, Google sketchup, and basic design techniques. I also interacted well with the colleagues in the office who helped me out whenever I sought advice.

### **Skills**

- Strong communication skills which enable me to share my ideas as part of a group.
- Use of own initiative to help me in difficult situations.
- Possession of strong organizational skills to ensure prioritized, timely delivery of given tasks to a very high standard.
- Strong time management
- Experienced in using AutoCAD Architecture, Microstation, Google Sketchup and Photoshop, also basic/good skill and use knowledge of Revit.
- Strong presentation abilities with the use of Microsoft PowerPoint or poster boards.
- Able to understand technical details and see how a building/project will come together from the initial design phase.
- Thirst for knowledge and willingness to learn

## Job Experience

December 2014 – Present

### **Ainsley Gommon Architects**

I am currently employed as an Architectural Technologist, producing and amending a wide variety of drawings (plans, sections, elevations, individual details, site layouts and deed plans) for large schemes of up to 217 homes within the housing sector. I have also produced similar work for smaller schemes of 18 homes upwards, for a listed building and a Gypsy and Traveler site. While working at Ainsley Gommon I have helped to survey a range of buildings including listed buildings and churches. In addition to this I have further improved my skills of working as part of a wider team and seeing jobs progress from start to finish. Additionally I have produced concept boards and visuals for a variety of competition entries and public consultations. I undertook my CITB/CSCS “Health, Safety and Environment test for Managers and Professionals” on the 29th of October 2015, achieving a score of 100% to achieve a Pass. Additionally, I have currently clocked up a total of 39 hours of Continued Professional Development (CPD).

August 2014 – November 2014

### **NW Build Ltd**

Employed to produce detailed drawings using a range of computer software including Autocad, Sketchup, Revit and Photoshop. I was involved in conducting surveys, contacting contractors to tender for various works and arranging site meetings. I was also tasked with liaising with other professionals working on the same projects, helping everything to run as smooth as possible.

March 2011 – September 2014

### **R House Lettings Ltd**

I was employed on a Saturday, at R House Lettings, to answer phones, use computer software CFP to book property viewings, contact tenants, landlords and contractors, file invoices, take payments and provide all round customer service. I was also in charge of opening and closing the office every Saturday. Since May 2014 I have been carrying out viewings personally, on two new build blocks of student accommodation (122 studio apartments) within the Baltic Triangle area of Liverpool.

## Interests

My main interests include Football, Formula One, Technology, Comedy and Music. At school I enjoyed DT and Geography, as they were subjects that interested me and led me to the career path I am now pursuing.

My hobbies include Camping and Caravanning, Football, and Golf. I have retained a close group of friends from my time at high school and university and when possible myself and one of these friends attend matches at Anfield. I like spending time at music gigs or festivals, most

recently seeing Paul McCartney in concert and attending Glastonbury festival in 2014. I enjoy stand-up comedy and have seen Russell Howard and John Bishop most recently. As mentioned above I am also a keen follower of Formula One, watching race weekends from start to finish. I attended the 2014 and 2015 British Grand Prix weekends and was lucky enough to win a meet and greet with all the drivers on both occasions. I have offered support and involvement within the local community, taking part in many of the annual carnivals and assisting within the Sunday School.

## References

Maria Killick – Director at Ainsley Gommon Architects

[MKillick@ainsleygommonarchitects.co.uk](mailto:MKillick@ainsleygommonarchitects.co.uk) General office number: 0151 647 5511

(Not currently contactable)

Paul Jackson – Course Leader at Liverpool John Moores University

[P.D.Jackson@ljmu.ac.uk](mailto:P.D.Jackson@ljmu.ac.uk) Mobile: 07850328956

Damian Baker – Director at NW Build Ltd

[bakerpropertiesltd@googlemail.com](mailto:bakerpropertiesltd@googlemail.com) Mobile: 07901685048

Please visit my “LinkedIn” page at:

<https://uk.linkedin.com/pub/matthew-reilly-bsc-hons-aciat/59/b06/715>

for further information and examples of my recent projects.

On the following pages are two letters of recommendation, one from a senior member of staff from NW Build and the second from my course leader at University.

# N.W. Build Limited

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3A Bridgewater Street,  
Liverpool,  
L1 0AB

Tel/Fax 0151 708 0339

Company Reg 08283249

## To whom it may concern

Matthew Reilly has been employed by N.W. Build Ltd since August 2014 following his graduation from Liverpool John Moores University.

During this time he has been reliable, punctual and extremely hard working. Matthew has undertaken all tasks given to him with enthusiasm and commitment, at times completing additional work during the weekend at home.

Examples of works completed include;

- Autocad designing—both from inception and the editing and adaption of existing drawings.
- Compiling of Programmes of work.
- Pricing of materials.
- Liaison with contractors.
- Sketch up designing.
- On site visits.
- Team working.

Due to a change in company circumstances it is unfortunate that we are unable to offer Matthew continued employment but have no hesitation in recommending him most strongly to any prospective new employer.

Yours Faithfully



Paul Cain

Project Manager

N.W. Build Ltd

[pcain@sky.com](mailto:pcain@sky.com)

07590893148

VAT number 179 7317 61

Paul Jackson

Course Leader

Liverpool John Moores University

7<sup>th</sup> April 2014

To whom it may concern

I have known Matthew Reilly since September 2011 when he began his Architectural Technology course at LJMU. I have found him to be a diligent, conscientious and hardworking student with a keenness to learn.

He is always punctual and his attendance rate at all lectures, across all the modules has been close to 100%. He has met all coursework deadlines on every occasion, and the work submitted has always been of a high standard. He has been a valued member of the cohort, who has worked well as part of a group on many projects. He has offered support to fellow students offering clarification of project requirements and on occasions has liaised with staff to keep peers on track. He will seek guidance and opportunities to improve presentations and designs, accepting critical feedback and acting on advice given.

During his studies he has used Google Sketchup, Autocad, Revit and Photoshop to aid his designs. His willingness to continue to learn is clear by his aim to achieve chartered status.

I believe Matthew would be an excellent employee offering reliability and high standards of work. I would have no hesitation in recommending him for the position of Architectural Technologist.

Yours Faithfully

A handwritten signature in black ink, appearing to read 'P. Jackson', with a stylized flourish at the end.

Paul Jackson Senior Lecturer, Module Leader, Architect, ARB.

Liverpool John Moores University.

Room 2.01, Peter Jost Centre, Byrom Street Campus.

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