

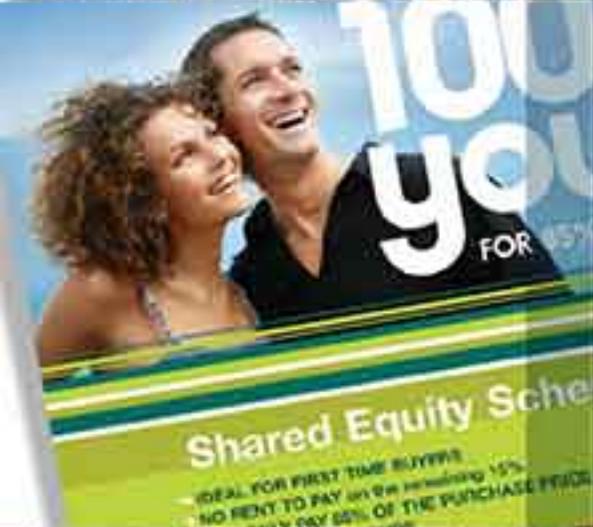
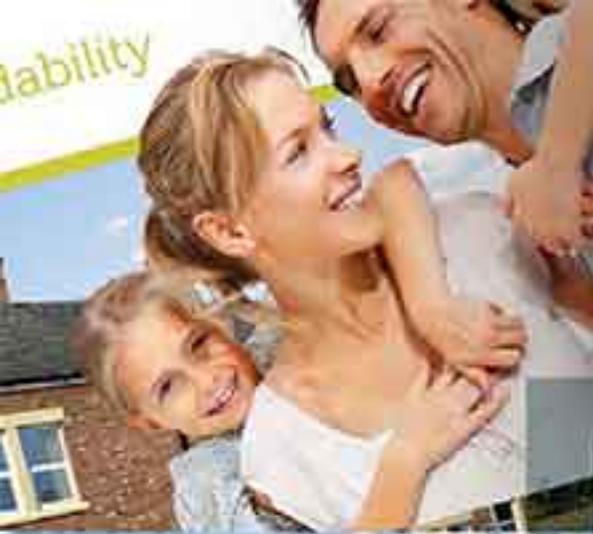
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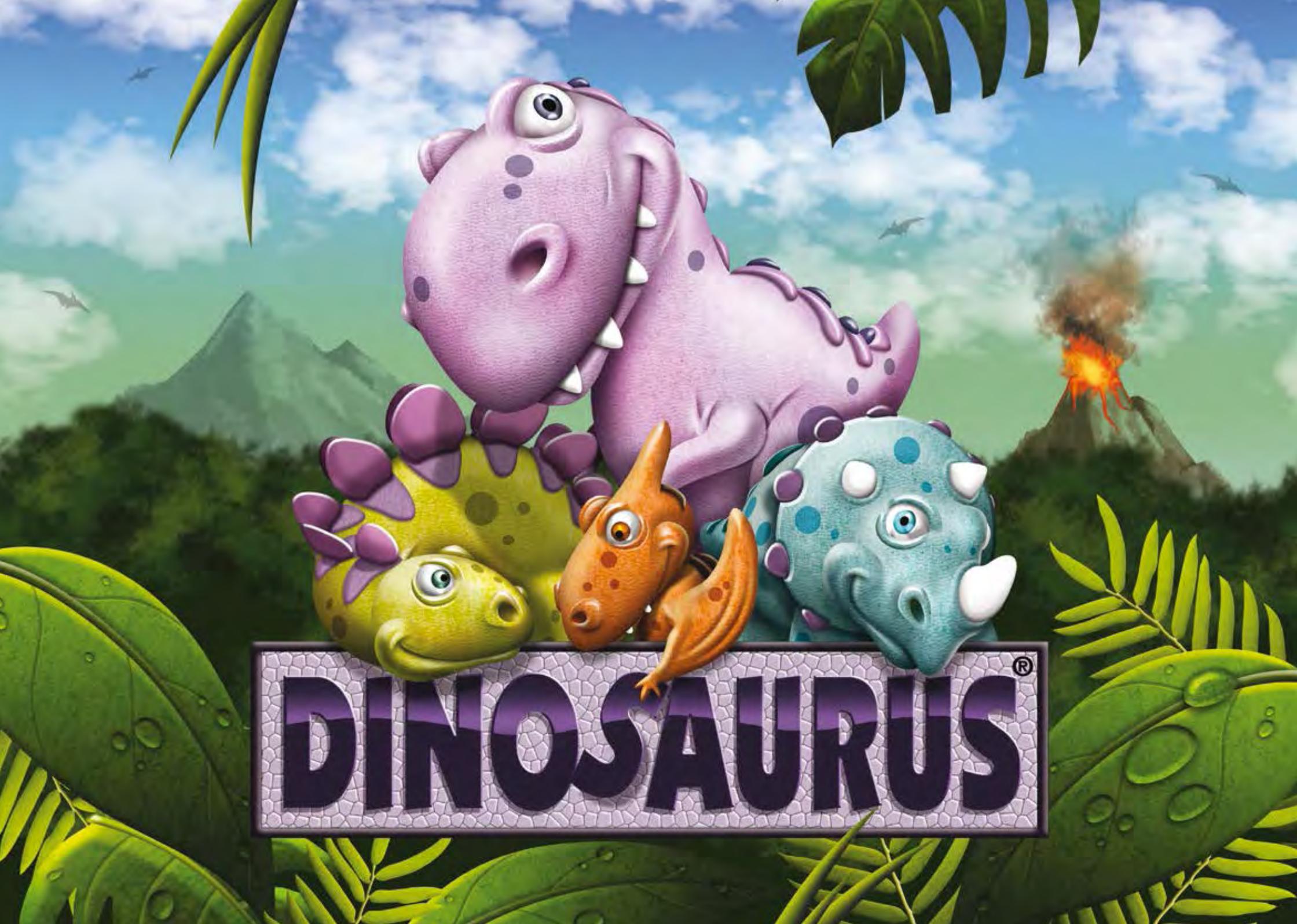
ERROL SWABY  
DESIGN PORTFOLIO



# PROFESSIONAL DESIGN SOLUTIONS

IN EVERY PROJECT

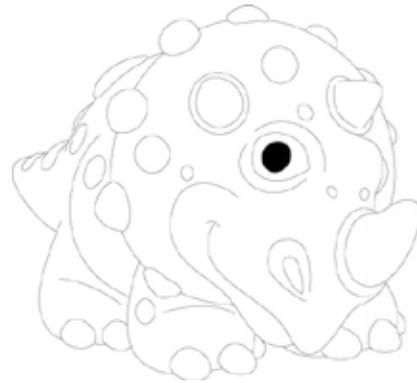




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**SOLID ROOFS**  
**Spring Sale**

**WHY A SOLID ROOF?**

Eliminate the need for a conservatory roof. A solid roof is a permanent, weather-resistant structure that is built to last. It is made of high-quality materials and is designed to withstand the elements. It is also a great way to increase the energy efficiency of your home.

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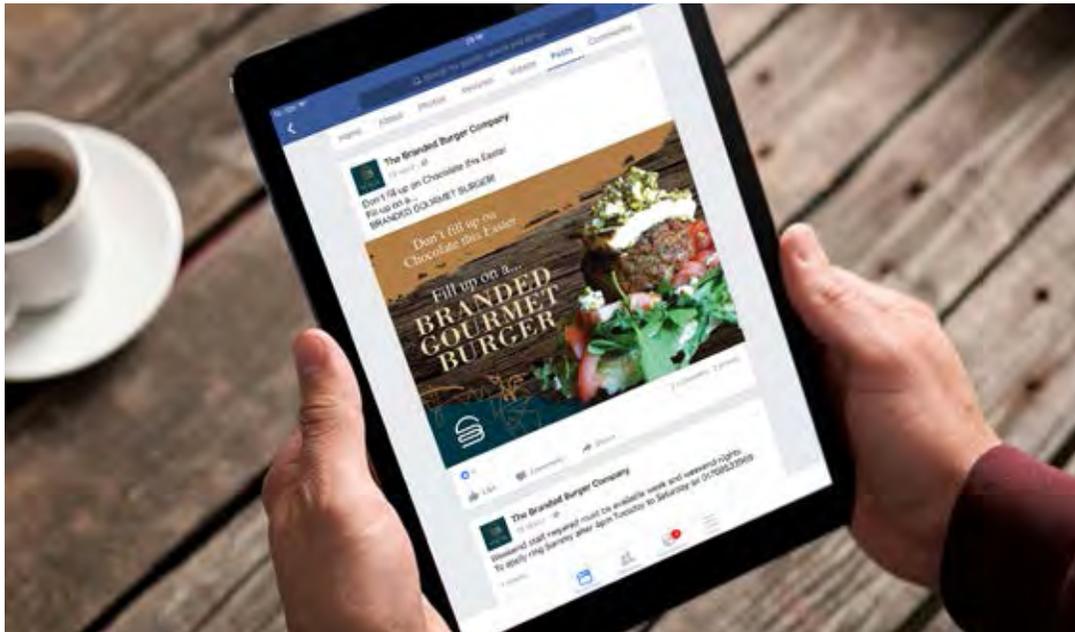
**BUY NOW**  
 Pay in 2020

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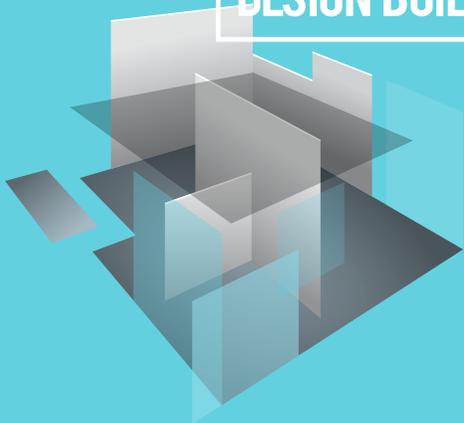
**SolarFrame**  
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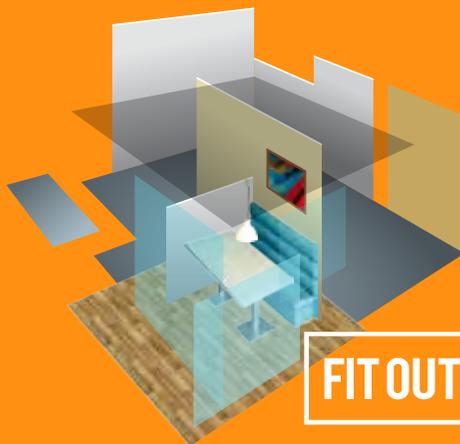


## DESIGN BUILD



Running out space and need to extend?  
Do you require a new building for your business  
to grow? Through UK Workspace's design and  
build process every facet of a complex project.

## FIT OUT



Whether you need to rearrange your existing  
site, expand to fit greater demand or even  
require the design and build of entirely new  
facilities then UK Workspace can help.

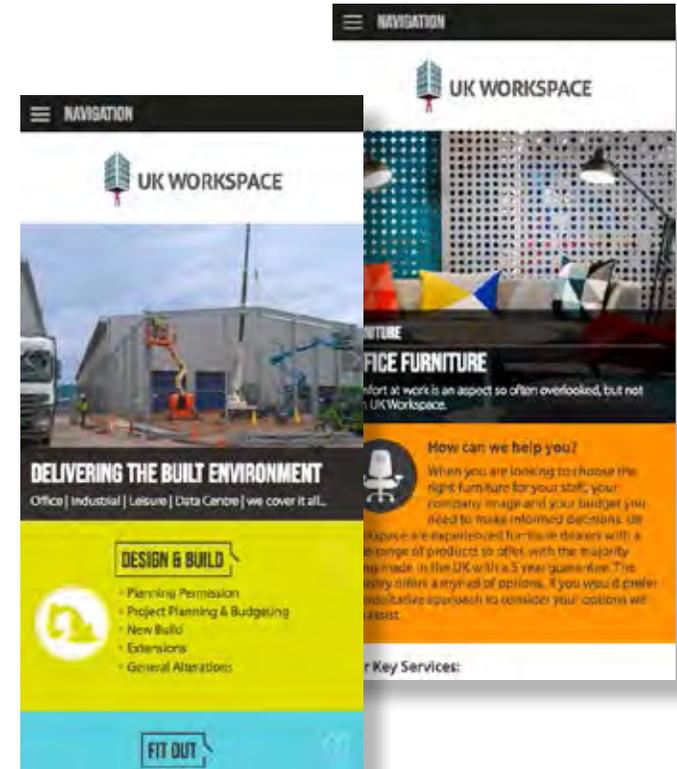
## FURNISH



Your corporate image is key and providing  
the right furniture is a vital way of not only  
maintaining your corporate image but also  
creating the perfect working environment.



# UK WORKSPACE



After

Before

**We have a full range of solutions available to help you consolidate your finances without the need for further credit**

**IVA (Individual Voluntary Arrangement)**

An IVA is a formal agreement between you and your creditors, managed by us, and provides a framework to make a single, reduced payment each month. All interest and charges are frozen. The arrangement is in place for a set period (usually 5 years). At the end of this period your remaining debts are written off.

**Debt Management**

Debt Management is an informal arrangement between you and your creditors to help you reach a more manageable repayment plan. The plan sets out how you will repay your debts over a set period (usually 5 years). At the end of this period your remaining debts are written off.

**On average our customers save 50% on their debt repayments**

**What our customers say:**

Ms M of Leicestershire - "At such an upsetting time I don't know how calm, and reassured me through out."

Ms G of Cheshire - "I had reassured me through out."

Ms K of Kent - "Danielle was a great help and very understanding."

**Need Help with your Debts?**

**We can reduce your debt and give you peace of mind**

**We offer a professional debt solution service to help you get out of debt**

If you've recently been turned down for finance there's no need to worry. We are here to help and offer you FREE independent debt advice.

We can consolidate your debts into an affordable monthly repayment without the need for further credit. Our advisors are both professionally trained and highly experienced and have already helped thousands of people get out of their debt.

We understand that everyone's circumstances are different, therefore we always follow a best advice policy and will only offer the debt solution most suitable for your individual needs.

"We can reduce your debt and give you peace of mind"

Fill in your name and address details, plus the amount of your outstanding consumer debts and send to:

Name

Address

Post code

Telephone

Mobile

Email

Outstanding unsecured debts

**We do any purpose loans!**

**We can help regardless of your personal circumstances**

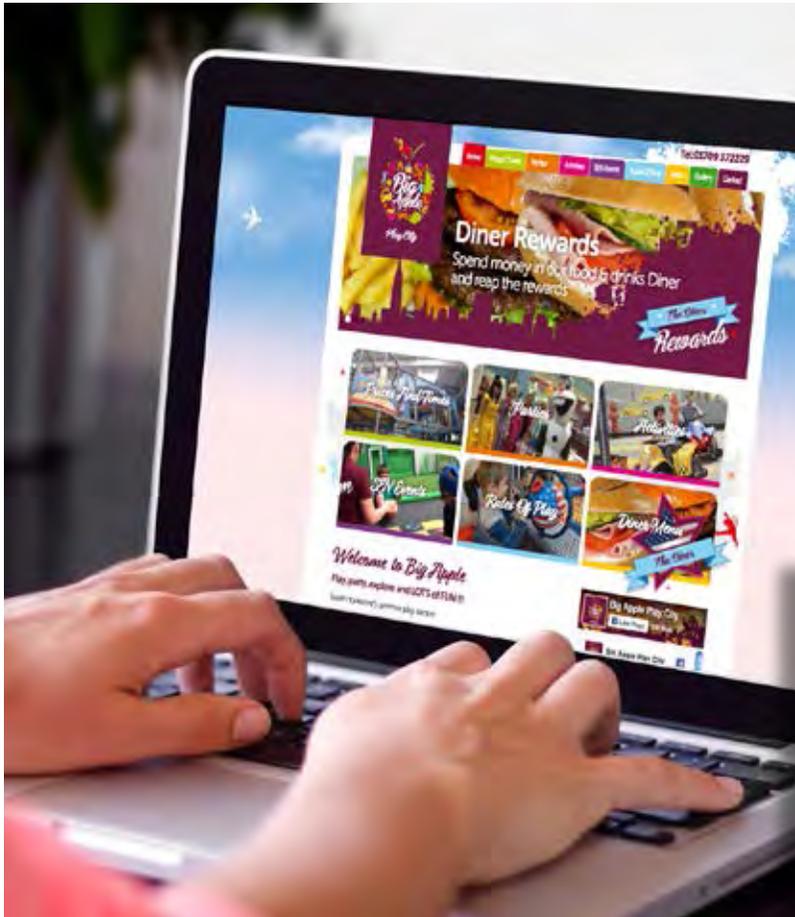
**Looking to Improve Your Home?**

**We can help regardless of your personal circumstances**

**Is it time to cut the cards?**

**We can help regardless of your personal circumstances**





# Haunted City

Sunday 29th October 2017  
5pm - 8pm

Chills, thrills and your favourite play centre in the dark

**Fancy dress prizes**

Child £10 / Adult £5 (Ticket only event)  
Food is included and pie & pea supper for adults

Tel: 01709 372229  
www.bigappleplay.co.uk  
Old Sheffield Road, Rotherham S60 1DE

## Go Kart Loyalty Card

Big Apple Play City

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40

Red Card  
Green Card  
Blue Card

# WANTED

## COWBOYS & COWGIRLS

Have a birthday to remember with this *Wild Wild West* cowboy and cowgirl theme party. Birthday child and guests will get a full hour of play and shoot out! Included is a birthday feast, followed with 30 minutes of games and prizes.

**Price Starts**  
£14.95 per guest

Tel: 01709 372229  
www.bigappleplay.co.uk  
Old Sheffield Road, Rotherham S60 1DE

Facebook post from Big Apple Play City:

Big Apple Play City  
27 November at 17:02

Tickets available now (and they do sell out fast)... please call 01709 372229 or pop in to book.

Big Apple Play City updated their cover photo.  
10 hours

Valid from Wednesday 24th July to Sunday 8th September

## Member

Big Apple Play City



## The Future Energy Group Workflow Chart



# Future Energy Group Delivering Energy

A leading utilities infrastructure provider (UIP)

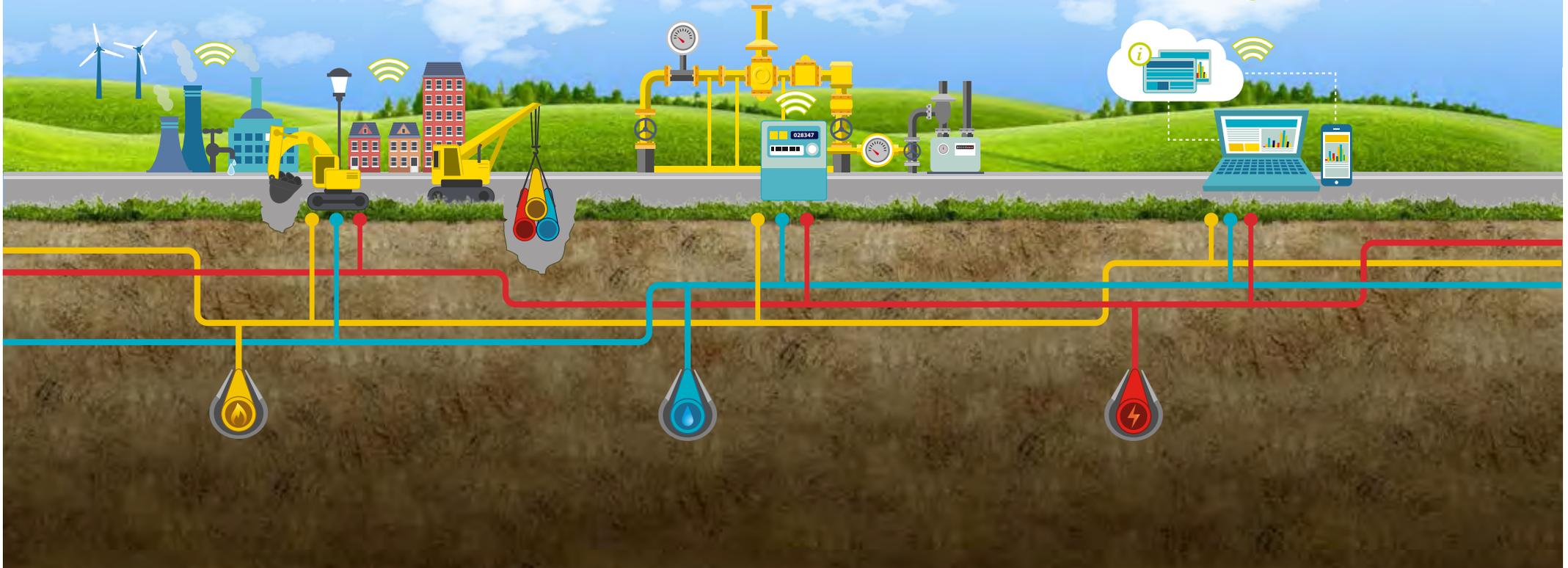
Future Utility Solutions



Future Metering Services



Future Energy Online



Gas



Water



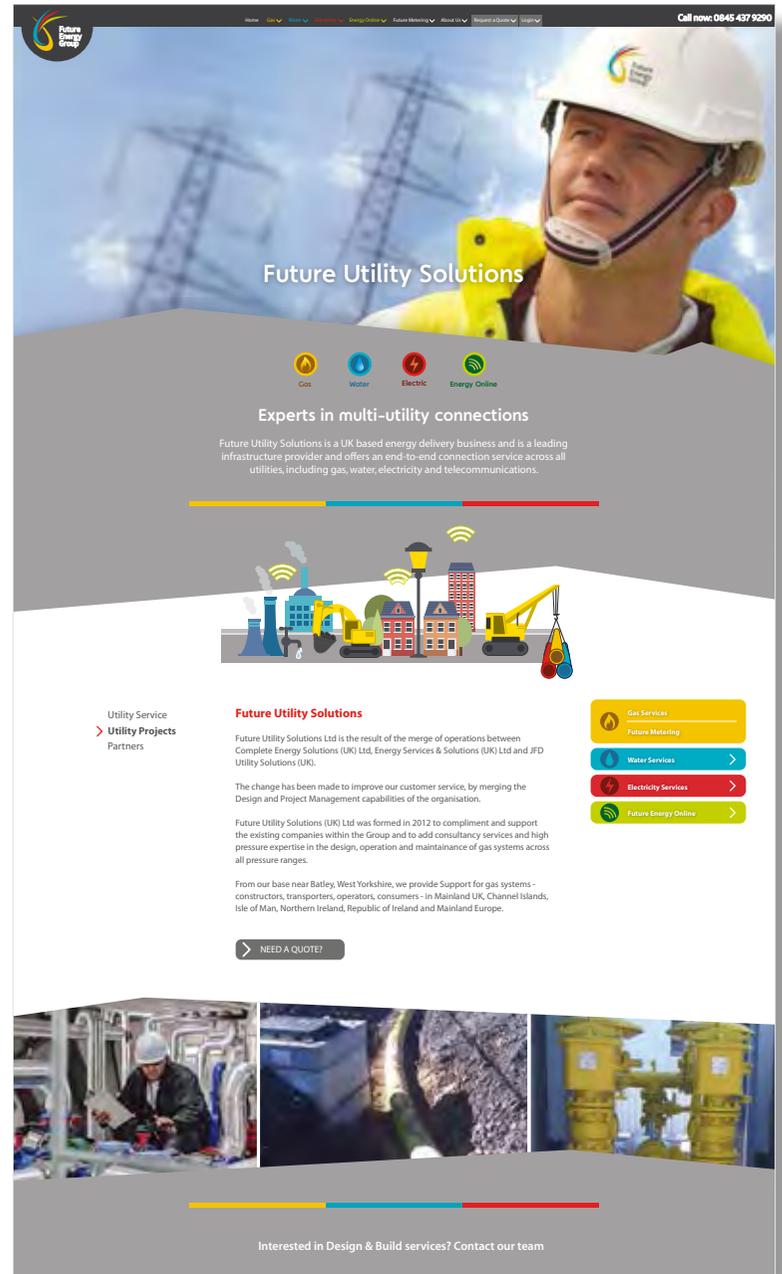
Electric



Energy Online

Experts in multi-utility connections







**TCV**  
The Conservation Volunteers

# Green Gym in Watford

Tuesdays and Thursdays  
from 10am to 1pm

**Dig in, get active and  
help the environment!**

From sowing meadows to planting trees, we have practical conservation tasks running every week to help you get active and improve your local green spaces.

For more information, contact Michele on 07717 494476  
gg-watford@tcv.org.uk or www.tcv.org.uk/watford

intu  
Watford



**TCV**  
The Conservation Volunteers

# GREEN<sup>®</sup> GYM

## in Cassiobury Park

Wednesdays from 10am to 1pm

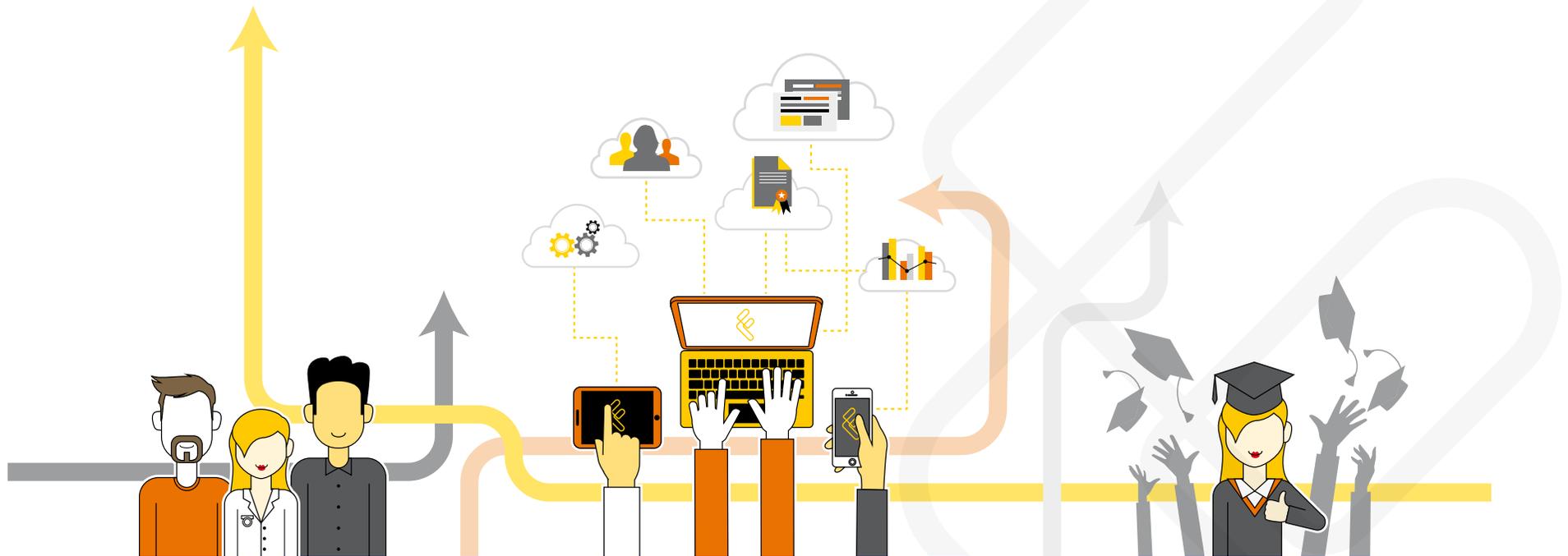
Meeting at the Cassiobury Park Community Project Site  
(follow hedgerow past Bowls Club on left),  
Watford, Hertfordshire, WD18 7HY

**Join in, feel good**

From sowing meadows to planting trees, we have practical conservation tasks running every week to help you get active and improve your local green spaces.  
**All are welcome and sessions are free**

For more information, contact Maria on 07717 494 476 or  
gg-watford@tcv.org.uk www.tcv.org.uk/watford

intu  
Watford



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# 1000's OF EMPLOYEES IN LEARNING



**ACCESSING THE FORMIST  
ELEARNING PLATFORM  
FOR HEALTH & SOCIAL CARE.**



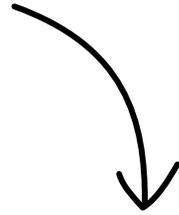


BEFORE AFTER



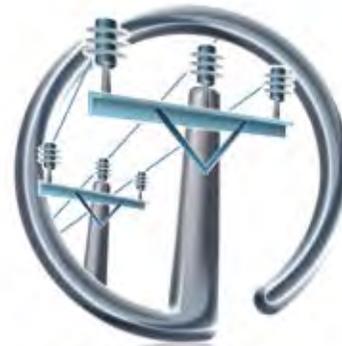


Before



After





# CURRICULUM VITAE

ERROL SWABY

## IDENTITY

Name: Errol Lee Swaby  
Mobile: 07988 975353  
Email: errolswaby@gmail.com  
Nationality: British  
Driving Licence: Valid to 2047

## EDUCATION

### The Sheffield College

Norton Centre, Dyche Lane, Sheffield.

#### **BTEC Higher National Diploma (HND) in Design Communications**

September 1996 to July 1998

#### **BTEC National Diploma in Computer Graphics**

September 1994 to June 1996

## PERSONAL PROFILE

With my working experience of over 20 years within the graphic design sector, I believe that I am well equipped for this role and would provide the highest standard and professional design solutions for your business.

I am a strong believer in personal and company development and because of this I am always learning and finding new ways to reach targets.

I consider myself to be organised, reliable and an intelligent person, with high self motivation; able to meet deadlines, work to tight schedules and quick to adapt to new environments. Being a sociable person I believe I possess a good sense of humour, making it easy for me to interact with others. I am able to overcome problems, but not afraid to seek advice. I enjoy my work and take pride in doing jobs to the best of my ability. This includes paying attention to detail and quality, ensuring each job is tailored to meet all the requirements of the clients and liaising with them, thus maintaining good working relationships.

## HOBBIES & INTERESTS

I have interests in physical sport activities and at one time I trained in Thai Boxing for over two years, I found it was a good way to keep fit.

As a Christian I attend a local church where I am involved with the music and the gospel choir. My claim to fame is that I represented the "Sheffield Community Choir" and were finalists in the TV show "BBC Songs of Praise Gospel Choir of the Year" competition.

I am also a district youth leader with local teams based in Manchester, Leeds, Preston & Liverpool. I communicate with my local teams via email/phone and make it my business to visit them and their youths to support their activities and develop rapport. I utilise those times to discuss my visions for the year, delegating different tasks to individuals based on their skill-sets.

## CAREER HISTORY

### **Freelance Designer: Jan 2010 - present**

While working for myself over the past 8 years I have excelled in confidence, managing projects from the start of initial brief to completion, pitching for work and winning my clients trust.

Duties and responsibilities:

- Working within budgets and deadlines. This includes creating full brand identity for clients that will spread across print and digital platforms. Managing the use of layouts, typography, imagery and colour.
- Attend meetings to discuss client briefs and lead presentations.
- Manage admin and communicate with clients via telephone, email and face to face.
- Recommend marketing material for my clients that best fits their budget i.e. brochures, leaflets, posters, e-mail marketing/social media marketing.
- Creating design communication templates (such as; newsletters, invoice, poster/flyers, email marketing) for clients to use in their daily work.

- Creating concept ideas for marketing material such as imagery, full design layouts, slogans, title phrases etc.
- Designing brand guidelines for companies to adhere to, also maintaining and working within existing brand guidelines.
- Creating design and illustrated assets for print and digital uses.
- I create animated presentations and introductions using software such as; Microsoft PowerPoint, Keynotes, Adobe Photoshop, Adobe Premiere, Adobe Media Encoder.
- Prepare artwork for print and manage the process by liaising with the printers.
- Quote for new design work, which may include asking for quotations from external suppliers.
- Communicating daily with a number of clients, dealing with requests.
- Creating HTML and WordPress websites. Also the ability to manage the design process with external web developers.
- Managing client's social media accounts, creating digital assets for their page, using marketing strategies to promote their business with posts and creating visual sales adverts.

**Clients/Companies:** Paper Island, History & Heraldry, Engie, SolarFrame Direct Ltd, Reeds Rains, Christian Aid, The Conservation Volunteers (TCV), Clyde Bergemann, Prospec International, Hull City 2017, Rotherham YMCA, MSSR Limited, E'Media Brand Design Ltd, New Testament Church of God, Bethel United Church

# CURRICULUM VITAE

ERROL SWABY

## CAREER HISTORY (CONTINUED)

### **The Conservation Volunteers: Apr 2015 - present**

TCV is a charity organisation that works across the UK to create healthier and happier communities for everyone. Working closely with their marketing team, I am contracted to designing brochures, leaflets online and offline graphic adhering to their company brand guidelines.

### **The Will Associates Ltd: 2010 - 2016**

A company that provide life & income protection packages. I Generated my own customer base through Sales & Marketing working for myself as a Sales Consultant. Using my own funds to build up my business was a big learning curve as I had to try different marketing techniques to attract customers. This consisted of; leaflet drops, telephone marketing, newspaper adverts, point of sale advertising in supermarkets and using external marketing agents. Once a customer became interested in signing up I would visit them at their home and go through the packages that best suited them. Through this I've gained good customer relations, always being mindful that the customer comes first and being aware that a professional appearance is always important.

### **E'media Creative Design Ltd: Feb 1999 - Dec 2010**

In my previous job I was employed by Emedia Creative Design Ltd as a senior designer.

Duties and responsibilities:

- Liaising with the Managing Director, creating full brand identities for clients that spread across print and digital platforms. Managing the use of layouts, typography, imagery and colour.
- Managing teams and training new staff.
- Product buying and maintenance of equipment and software
- Brainstorm conceptual ideas with team members

- Conduct internal and external meetings to discuss briefs and lead presentations.
- Manage admin and communicate with clients via telephone, email and face to face.
- Create marketing material for clients i.e. brochures, leaflets, posters, e-mail marketing.
- Creating design communication templates (such as; newsletters, invoice, poster/flyers, email marketing) for clients to use in their daily work.
- Creating concept ideas for marketing material such as imagery, full design layouts, slogans, title phrases etc.
- Designing brand guidelines for companies to adhere to, also maintaining and working within existing brand guidelines.
- Creating design and illustrated assets for print and digital uses.
- I created animated presentations and introductions using software such as; Microsoft PowerPoint, Keynotes, Adobe Photoshop, Adobe Premiere.
- Prepare artwork for print and manage the process by liaising with the printers.
- Communicating with external suppliers for quotes.
- Daily communications with clients, dealing with requests.
- Creating website layouts and managing the design process with web developer team.

Such varied experiences and responsibilities have simply enhanced my appreciation for reaching targets and achieving deadlines.

### **Hogg Design September 1998 - 1999**

Working for a small design agency, I would design brand logo's, leaflets and brochures for various companies. Creating illustrations and visuals for NHS leaflets/posters.

## DESIGN CAPABILITIES

I have a wealth of experience in;

- Retail/Corporate Branding,
- Logo design
- Brochure/Leaflet design
- Greeting Cards/Stationery
- Point of Sale
- Animated Show-reels/Presentations
- Marketing

Also specialising in; Typography, Illustration and Project Management. I am competent in many aspects of graphic design and excel in certain computer software programs such as; Adobe Creative Suite (Photoshop, Illustrator, InDesign etc), QuarkXpress, Microsoft Office. I have experience in 3D studio, Dreamweaver, Google Sketchup.

## REFEREES

**References available on request**

# CURRICULUM VITAE

ERROL SWABY