

Alice Waugh

Contact

77 Woolhope Road,
Worcester, WR5 2AR
Phone: 07718264224
alice.waugh@outlook.com

Education

Nottingham Trent University –
Upper Second Class Honours
Degree in Textile Design
BA(Hons) -2015-2018

Hereford College of Arts –
Foundation Diploma in Art and
Design - Pass - 2014- 2015

Worcester Sixth Form College
– A Levels – 2012-2014
English (D) Philosophy and
Ethics (D) Textiles (B)

Nunnery Wood High School –
2007-2012 10 GCSE'S A-C
including Textiles, Math's,
English and Science

Key skills

Planning and Organisation
Time Management
Team working
Managing a department
Communication
Sticking to a deadline
Leadership
Attention to detail

Personal Profile

Experienced university graduate and professional with a degree in textile design with relevant and demonstrated experience within the textiles industry. Valuable skills in Organisation, Communication, Textiles, Fabric Development, English, Math and Design. I am eager to make the most of any opportunity and to widen my knowledge and experience within the textile industry.

Experience

March 2020 – June 2020

Sample Co-ordinator • Covering Maternity Leave • Design Department • Roger Oates Design

Managing and ensuring the department completed every challenge and job during the difficult time of Covid 19.

Sample maker and project manager/organiser.

Strong organisation, time management and multi-tasking skills.

Liaising with B2C and B2B and internal company enquiries.

Offering support to colleagues and communication with other departments to ensure jobs were completed as efficiently as possible.

June 2020 - Present

Sample Maker • Assisting the Sample Co-ordinator • Design Department • Roger Oates Design

Co-managing the department and providing support to the sample co-ordinator with in-depth up to date knowledge of company practice.

Responsible for training new member of staff as well as maintain flow and structure for the department with current department tasks. Maintaining high level of skill and attention to detail, ensuring work is professional and of the highest level to leave to office.

October 2018 – March 2020

Sample Maker • Design Department • Roger Oates Design

As part of the design department to professionally display and make new launch packages and current designs to stockists and retail clients.

Cut and overlock fabric flatweave samples from displays and smaller uses.

Process and dispatch other requests from end clients and stockists.

Responsible for updating CRM and responding to emails and telephone enquiries.

Required to have a high level of accuracy with an important eye for detail to catch imperfections.

Alice Waugh

References

Andy Guard
Head of Design
Roger Oates Design
HR8 1EL
aguard@rogeroates.com

Alice Potts
Sample Co-ordinator
Roger Oates Design
HR8 1EL
alicewolf97@gmail.com

August 2016

Play worker • Support for children with special needs • Fort Royal Community Primary School

Providing a safe and entertaining environment for children with special needs during a summer play scheme that offered valuable respite to families.

Offering support on 1on1 learning and ensuring the needs of the individual is met, be it emotional, physical or behavioral.

For the role I needed to be flexible and adaptable as well as follow instruction and work within a team.

August 2013-September 2015

Waitress • Charlie's Cafe

Working alongside the owner to create a high level of customer service for a small local business.

Responsible for front of house service and management, delivering high standard table service as well as training new staff.

Achivements

- Highly commended by Romo Fabrics for a collection of fabrics at University.
- Sustainability in Practice Award.
- Full, Clean • UK Drivers License – Obtained December 2018

Leadership

Running and managing the sample department single handily throughout March 2020 to June 2020 which involved managing my time perfectly and ensuring communication with B2C and B2B was maintained.

Training new staff members and representing the department in meetings with company management.