

RORY MCCOY

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RORYMCCOY.CO.UK

★ Management Skills

Client Relations
Studio Management
Quoting, Briefing & Proofing Jobs

★ Design Skills

Adobe Creative Suite, Macromedia Flash & Dreamweaver
Wordpress - Divi & Beaverbuilder
Mailchimp, Dotmailer & HTML5 animated ad builders

★ Office Skills

Microsoft Word
Microsoft Powerpoint
Apple Keynote

(2016-current) Studio Manager Theme Group

I am currently working as the Studio Manager of a design agency in Woodley. Main responsibilities include; holding weekly catch-up meetings, overseeing and running the studio and making sure the designers have everything needed for projects they are working on. Organising the copywriters, making sure they have the correct supplied information from the client and ensuring the copy they produce meets the brief and is ready in time for the designers to meet any deadlines. Proofing all work that is produced and feeding back amends to the internal team - before clients see first proofs and again before going into production.

Liasing with the clients making sure we understand their brief and are aware of any special circumstances/deadlines etc. Part of building relationships with clients can mean helping them fill in briefs for new projects or advising the best route forward for a particular requirement.

Booking in new jobs and helping out with quoting when needed.

Advising and supporting the internal team as well as providing advice on live or upcoming projects to our clients.

Extension to the design team during busy periods or if designers are on leave.

(2012-2016) Senior Designer University College of Estate Management (UCEM)

Responsibilities included design and oversee of all marketing collateral needed by a busy online learning institution. Including all printed materials (prospectuses, adverts, event graphics, etc), digital design (web graphics, mini sites, dotmailer campaigns, survey monkey, etc), info graphics and photography. Worked closely with head of marketing and marketing team - provided support for other designer, giving help/guidance when needed.

Also worked closely with external agencies (overseeing what they were producing) and the internal print team to ensuring everything was produced to the best standard possible.

Additionaly took many photos of staff, buildings, events and ex-students for use across various media.

(2009-2012) Senior Designer Round&About Magazine

Post code specific publication delivered by the Royal Mail to over 230,000 homes across the Thames Valley. Working 'on-site' for three weeks out of every month in order to design the different articles, pieces of editorial and adverts featured in each of the 12 editions. Working with external clients and the internal editors and sales staff.

(2006-2009) Freelance Designer Design Directions

Contract work in Twyford as part of their extended team. This work was mainly design for print and included logo and brand development, artworking and project management. I was initially tasked with updating all of Invesco Perpetual's pension documents for 'A-Day' and worked closely with a member of the Invesco Perpetual team.

Worked with Design Directions until the last reselection, which resulted in a reduction in their work load as well as their staff.

Also worked for their sister company Xanadu Games, working on the board game 'Identity' (later copied by Drumond Park's 'Logo').

(2005-Current Day) Freelance

Started freelancing at the beginning of June 2005, working with my own clients as well as taking on contract work. Some of the projects I have worked on include direct mail, brochures, stationery, promotional gifts, branding and logo design. Have also completed many 'digital media' design jobs such as websites, web graphics, 'pop-up alerts' and HTML emails.

(1998-2005) Designer & Studio Manager Ideal-Solutions

Day to day work for this marketing firm included print based media, advertising campaigns, art direction, brand development, websites and support graphics for exhibitions and conferences - everything you might expect from a busy marketing firm. In 2004 I was made Studio Manager, heading up a team of two designers and one web developer. This involved managing the studio traffic, making sure deadlines were met, liaising with clients and taking projects from brief through to completion.

(1996-1998) Designer Swallow Tail (Vario Press)

My career started in the design studio of a large printing firm in Langley, a great introduction to the whole print process. General duties included design, artworking, running out film for the plate makers, re-creating artwork from existing printed material, photography and Photoshop re-touching. As a result of my early Photoshop skills, the company took on more and more challenging photo re-touching jobs from companies such as Black and Decker and Eurostar.

Vario Press had a small photographic studio and I was also seen as the in-house photographer.

“Rory is fast to understand every brief and very thorough in developing design ideas that deliver all that's needed - from both an aesthetic and business perspective.”

DAVID MASKENS Managing Director, SalesTorque

AEG, Amber Rocks, American Express, Autism Speaks, Black and Decker, BMW, BPA Quality, British Luxury Council, Cantor Fitzgerald, Castrol Honda, Charles Schwab, Chrysler Motorsports, CSC, Datacard, Dr Solomans, Ebbon-Dacs, EMC², Enabler Wipro, Epson, Eurostar, Fiat, Gowrings Food Services (Burger King), Grundfos, Invesco Perpetual, Kenwood, Minolta-QMS, Norbain, Panasonic, PointA Hotels, Recognition Express, Round&About Magazine, Salter Scales, Siemens, Sun Microsystems, The Phone Book, University College of Estate Management, Valspar, Veritas, Weight Watchers, Western & Oriental Travel, Wolseley



1970 RORY MCCOY

1980

1990

(1970-Current day)

LEARNING LIFE SKILLS

Crawling - Gurgling - Walking - Talking - Running - Cycling - Swimming - Writing - Drawing - Painting - Long Summers - Wonderful Christmases - Family holidays - No mobile phones - No internet - No social media - Phone boxes - BMX's - Out from dawn till dusk - Climbing trees - Jumping in puddles - Getting dirty - Remote controlled cars - Catapults - Spud guns - Peashooters - Snapits - Bangers - Conkers - The Green Cross Code - Swap Shop - Crackerjack - Tiswas - Michael Bentine's Potty Time...



20+ years



15+ years



April 25 2012



July 19 2013



November 01 2015

(1983-1989)

LEIGHTON PARK SCHOOL, READING

A levels & O Levels



(1989-1990)

BANBURY COLLEGE OF ART & DESIGN

Foundation Art (1 Year) - Distinction



Final Year Exhibition

SMITH'S GALLERY - COVENT GDN

(1991-1993)

BERKSHIRE COLLEGE OF ART & DESIGN

BTEC OND Photography - Distinction



Final Year Exhibition

LEVI'S GALLERY - REGENT ST

(1993-1996)

CHELTENHAM & GLOUCESTER COLLEGE OF HE

BA Honours in Professional Media: Photogrpahy - 2:2



2000

(2005-Current day) Graphic Design - Photography

FREELANCE Home studio & Client offices

DUTIES Direct mail - Brochures - Stationery - Promotional gifts - Branding/logo design - Digital design - Websites - Pop-up alerts - HTML emails - Web graphics - Banner ads (static & animated)



(1998-2005) Graphic Design - Studio Manager

IDEAL-SOLUTIONS Marketing agency in Henley

DUTIES Design for print - Advertising - Direct mail - Point-of-sale - Websites - Support graphics - Art direction - Manage studio traffic - Studio Manager (2004 - team of three)



(1996-1998) Graphic Design/Artworking

SWALLOW TAIL / VARIO PRESS Studio in large printing firm

DUTIES Checking supplied files - Re-creating artwork from existing printed material - Designing new collateral - Running out film for the plate makers - Photoshop re-touching - Photography - Drum-scanning



(2006-2009) Graphic Designer

DESIGN DIRECTIONS - XANADU GAMES Design Agency

DUTIES Design for print - Logo development - Artworking/type setting - Project management/client liaisons - Board game development - Web design - Illustration



(2009-2012) Senior Designer

ROUND&ABOUT MAGAZINE

DUTIES Design & typeset 12 separate magazines every month - Advertising - Time management



(2012-2016) Senior Designer

UNIVERSITY COLLEGE OF ESTATE MANAGEMENT

DUTIES Design all marketing material - Prospectuses, adverts etc - Digital marketing - Internal logos - Brand development - Photography



(2016-Current day) Studio Manager

THEME GROUP

DUTIES Running studio - Taking briefs - Briefing/advising designers - Quoting/booking in Jobs - Client relations - General design - Photography



2010

2020

“Rory worked for us over a 3 year period on a freelance basis where he was trusted with delivering various creative briefs to completion which he did in an efficient and professional manner, with excellent mac skills and production knowledge.”

MARC HUWS Director, Design Directions

“We have used Rory for our creative design work for a number of years as he consistently provides us with a highly professional service. However minimal the brief Rory always delivers fresh designs relevant to the business. I wouldn't use anyone else.”

COSIMA WAGNER Marketing Manager, Wipro Retail UK

“Rory is a very competent designer and has been a great asset to the College since joining us. He has had a very positive impact on the overall brand of the College and how the external world views us.”

MERYL BONSER Head of Marketing, UCEM

