

# Curriculum Vitae

# Andrew Griffiths

A Certified Scrum Product Owner working in a Lean Agile environment, I have a solid technical background combined with strong business understanding. Throughout my career I have built on analytical skills from my 2:1 Computer Science degree by working with online products across development, sales and product management capacities.



## <personal-details>

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**E-mail:** [andygriffiths@outlook.com](mailto:andygriffiths@outlook.com)

<!-- --></personal-details>

## <education>

'02–05 **BSc (Hons) in Computer Science** **University of Nottingham**  
Degree Classification: 2:1 Nottingham, NG7 2RD  
'93–01 **A-level: Maths (A), Economics (B), Physics (C)** **Solihull School**  
and General Studies (A) Warwick Road, Solihull, B91 3DJ  
**GCSE: 3 A\*'s, 4 A's and 4 B's**



<!-- --></education>

## <current-role>

### **Product Manager - Talent Network Analytics and Platform @ Careerbuilder**

- Product Manage our scalable careersite product, serving 3000+ clients and 8 million users pcm
- Manage product roadmaps for four different technical teams and prioritize backlogs:
  - > User Data and Experience > Site Experience > Analytics Portal > Fulfilment Tools
- Utilise analytics to enable impactful data driven decisions for my products
- Focus on iterative delivery alongside continuous discovery – Dual-track Agile
- Work with both local and global (non co-located) engineering and product teams
- Run regular face to face user discovery sessions globally to ensure user driven improvements
- Conduct A-B testing where needed to help ensure product moves in the correct direction
- Liaise with other cross-functional teams (internally and at our partners) to ensure common roadmap goals are met
- Manage international Product Strategists to ensure continued international focus across EMEA and APAC
- Be a strong communication bridge between technology and business sides of the organization
- Coordinate, educate and support others in the business on our product's configuration, limitations and API's



from 02/2014

<!-- --></current-role>

## <relevant-skills-and-experience>

### ▶ <certifications-and-training>

- **Certified Scrum Product Owner** [ScrumAlliance]
- **UX Certified** [Nielsen Norman Group]  
Analytics and User Experience | Information Architecture | The Human Mind and Usability | Usability Testing | Wireframing and Prototyping | Scaling User Interfaces
- **LeanUX Workshop** [Jeff Gothelf]
- **Inspired: How To Build Products Customer's Love Workshop** [Marty Cagan]
- **Hooked Workshop** [Nir Eyal]



</certifications-and-training>

### ▶ <tools-and-software>

Google Analytics | Adobe Photoshop | Visual Website Optimiser | Jira | Trello | ProdPad | Clicktale | Optimizely | Invision | UserTesting.com | Microsoft Office | GitHub | Salesforce | Adobe SiteCatalyst (inc Omniture) | Wordpress | Windows / Android / iOS / Unix / Linux | + many others

</tools-and-software>

▶ <languages> HTML | XML | Javascript | CSS | PHP | SQL | Java | + adaptability to read others </languages>

<!-- --></relevant-skills-and-experience>

## <previous-employment>

### **Senior Sales Executive @ 451 Research**

- Account manager for 451's online research tools, tasked with selling new services and events
- Sole responsibility for Financial Services and Consultancy clients within EMEA

2013–2014



<!-- <previous-employment> continued... -->

**Senior Relationship Manager & Sales Team Leader @ Wall Street Journal & Financial News (Dow Jones)**

2009–2013



- Initiate, build and maintain relationships with blue chip companies, including Investment Banks, Asset Managers, Private Equity Firms, Technology Companies and other financial markets clients.
- Source clients and sell a range of digital and print products to new clients within the above industries
- Lead, manage, mentor, recruit and train a team of 4 account managers in their day to day activities.
- Manage daily operations and tech-related aspects of subscriptions and the subscriptions team.
- Devise sales team strategies and assist in product driver and campaign creation to grow business.
- Maintain and update business analytics with relation to client activity and revenue streams.
- Responsibilities for team restructuring, product development, adaption of legal processes and production of future sales strategy, with contributions to group strategic reviews.
- Worldwide travel for client meetings (new and existing business) and conferences.

**Sales & Account Manager @ Totaljobs.com (Reed Elsevier)**

2008–2009



- Account Managing large clients for their recruitment advertising spend and campaigns

**New Business Sales Executive @ GAAPweb.com (Trinity Mirror Group)**

2007–2008



- Sourcing clients and selling recruitment advertising

**Sabbatical Position (Societies Officer) @ University of Nottingham Students' Union**

2005–2006



- Contact for all queries about societies that the Students Union may receive, internal and external.
- Planning, strategize and development the Societies body, including training of society leaders.
- Chair of Societies Council consisting of 150+ society presidents and lead Societies Exec. Committee.
- Core Member of Students' Union Executive Committee; 13 Officers who make all developmental and operational decisions regarding the Students' Union and report to 300+ Students Union council reps
- Member of the Board of Directors of UNU Services Limited (the Students' Union Company).

**Student Ambassador @ University of Nottingham**

2003–2005



- Led university tours and assisted on Summer Schools, providing 24 hour pastoral care, supervision, ice breaking games, entertainment, competitions and award presentation to children aged 8-16.

**Gap Year Position @ IBM Intranet Technology Team [PUE Scheme]**

2001



<!-- -----></previous-employment>

<interests-and-activities>

- |                      |                         |                   |                          |
|----------------------|-------------------------|-------------------|--------------------------|
| > Devoted Father     | > Snowboarding          | > DIY             | > Board Gaming           |
| > Retro gaming       | > Craft Beer & Whiskies | > Home Automation | > Film, Cinema & Theatre |
| > Cooking and dining | > Poker                 |                   | > Technology & Gadgets   |

<!-- -----></interests-and-activities>

<previous-voluntary-positions>

- **Vice-President – UoN Gilbert and Sullivan Society**  
Elected position: chaired meetings, organised socials. Training in leadership and event management.  
Led the society to win the Best Society Award in 2005.
- **Carer – Nightline**  
Trained member of the University listening service, 'Nightline'.  
Gained valuable communication and confidentiality skills, as well as being very rewarding on a personal level.
- **Off-Campus Social Secretary - Newark Hall**  
Elected position, helping past residents of Newark Hall of Residence stay in touch
- **Corporal - RAF Cadets**  
Supervised and trained cadets, maintained discipline and leadership during drills and activities.



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<additional-achievements>

- |   |                                       |                           |
|---|---------------------------------------|---------------------------|
| > Post-Graduate training at <i>The Actor Works Drama School</i> ('07/08)                | > Bronze Duke of Edinburgh Award      | > Grade 8 Singing [ABRSM] |
| > Clean, full UK Driving Licence (with Pass Plus) and MiDAS Minibus Driving Certificate | > UofNSU Students' Union Prize        | > Grade 6 Trumpet [ABRSM] |
|   | > Young Enterprise Exam (Distinction) | > Grade 5 Piano [ABRSM]   |

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