

Gary Bedingfield

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Career Profile

- City & Guilds qualified further education trainer/assessor with more than 12 years experience in the training industry.
- Highly effective development and management of training programme opportunities with a strong understanding of learning strategies.
- Exemplary record of working towards targets and adapting an empathetic approach in motivating and inspiring others to reach their full potential.
- Widely experienced in meeting challenges, and showing flexibility to adapt and manage new environments and systems of work effectively and efficiently.

Employment History

Managing Director	Gary Bedingfield Training Services Glasgow G15 7QT	May 2009 to present
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In May 2009, I started my own training company – Gary Bedingfield Training Services – offering innovative, cost-effective training throughout the United Kingdom. Focusing on trainer development and employability skills courses my clients include Falkirk Council, West Dunbartonshire Council, Inverclyde Council, ACCA, BP, CB Richard Ellis, Spark of Genius, Routes to Work, MI-Technologies and Sue Ryder Care.

Programme Development Manager	The Scottish Training Foundation Glasgow G1	April 2006 to May 2009
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As Programme Development Manager with The Scottish Training Foundation, I played a key role within the company, identifying and evaluating programme opportunities consistent with the organisation's strategic objectives. I was responsible for the continued development of training programmes and training material for a broad spectrum of programmes delivered to clients from pre-16s to mature adults. I ensured effective management of these programmes and the swift implementation of necessary changes.

Training Consultant and Programme Developer	Freelance Glasgow	May 2004 to April 2006
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As a freelance training consultant in Glasgow and the surrounding area, my clients included MB Education, Rathbone Training, General Physics, The Scottish Training Foundation, Protocol Skills and MI Technologies. I delivered Microsoft software and Internet training courses in addition to delivering numeracy and literacy training, personal development, job skills and general life skills development.

IT and Basic Skills Training Co-ordinator	First Rung Ltd London N9	November 1998 to May 2004
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At First Rung I co-ordinated and delivered training of E2E (Entry To Employment) and NVQ in-house programmes at the company's two sites in North London, delivering training in IT, numeracy, literacy and personal development. I was responsible for a team of five trainers delivering training to 16-18 year-olds with social, domestic, and learning disabilities and behavioural problems.

IT Lecturer	Enfield College Enfield EN3	January 1999 to July 2001
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As a sessional lecturer at Enfield College, I delivered a variety of IT-based subjects to clients from 16 to mature adults. These included courses in word-processing, spreadsheets, database, desktop publishing and using the Internet, many of which were City & Guilds accredited.

Education

Qualification	Establishment	Year
7407 Level 4 Certificate in Further Education Teaching (City & Guilds)	Southgate College London N14	2003-2004
A Level: Art	Southgate College London N14	1979-1980
O Levels: Mathematics, English Language, History, Biology, Geography	Enfield Grammar School Enfield EN2	1974-1979

Professional Qualifications

Qualification	Awarding Body	Year
Facilitator for Breakthrough to Excellence	Pacific Institute	May 2008
Investment in Excellence (IIE)	Pacific Institute	November 2007
A-Tect Anger Management Facilitation Coaching Certificate	Protectics Ltd	March 2004
D32 and D33 Assessors Award	TDLB	February 2000

Additional Information

Computers I have over 20 years experience using computer software, installing hardware, establishing and maintaining network systems, and training users. I regularly use computers for word processing, database and spreadsheets. Utilising my many years of graphic design experience, I frequently train computer users in the principles of desktop publishing and website design. I have extensive knowledge of *Windows 7, Vista and XP* as well as *MSWord, Excel, Access, PowerPoint, Publisher, Outlook* and *ExpressionWeb* software. I currently maintain numerous websites and blogs.

Writing (*Certificate of Competence as a Published Writer - Writers Bureau 1997*)

In addition to having written numerous magazine and newspaper articles on subjects including local interest, sport and militaria, I have written three non-fiction books which were published in the UK and the USA.

References

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