




SARJU PATEL

INSTRUCTIONAL DESIGNER

CONTACT


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SKILLS & SOFTWARE

-  eLearning - Articulate Storyline 360
-  Web Design - HTML, CSS
-  Video – After Effects, PowerDirector
-  Graphics – Photoshop, Illustrator
-  Microsoft – Office, SharePoint
-  Instructional Design
-  Digital Content Creation

HIGHLIGHTS

- Experience designing and creating eLearning courses and instructional animations.
- Ideas-driven, with knowledge of instructional design, passionate about making learning an invigorating and empowering experience
- Ability to work independently, results driven, demonstrating persistence, drive and perseverance
- An understanding of the core principles of learning design and development and how people learn
- Excellent communication and collaboration skills with the ability to communicate complex ideas
- Experience in managing projects, proven organisational and time management skills and working to deadlines
- An effective team player with attention to detail
- Ability to adapt to changing circumstances

PROFESSIONAL PROFILE

A HIGHLY MOTIVATED AND RESULTS-DRIVEN INDIVIDUAL – Well-developed communication skills, creative flair and able to liaise confidently with people at all levels, seeking to embark upon a challenging move:

- A proven track record in eLearning development and instructional design.
- Professionalism, integrity, and business development.
- The ability to negotiate effectively at all levels.
- Knowledge of interaction design and computer technology.
- Extensive experience in the full life cycle of the software design process.

WORK EXPERIENCE

MAY 2019 - Present – NESTLÉ, SWITZERLAND **Instructional Designer & Learning Technologist**

Assisting the Global Mobility, Training & Learning, and Hire-to Retire departments in designing and developing a set of training courses using several learning assets (eLearning, videos, webpages, classroom decks).

- Creating and building engaging learning modules to run on multiple devices including supporting material/media (audio, video, simulations), instructional graphics, assessment tools, such as tests or quizzes, to measure the effectiveness of the course.
- Liaise with subject matter experts to support and sign off storyboard content ensuring that all content is fit for purpose.
- Identify the target audience's training needs.
- Set instructional end goals and adapt content to meet these.
- Maintain project documentation and course folders.
- Test all developed solutions and maintain digital asset library catalogue to facilitate effective reuse of assets.
- Conduct research in learning technologies and instructional design, identifying trends and best practice.

JUL 2010 - DEC 2018 – NESTLÉ, SWITZERLAND **Digital & eLearning Specialist**

Assist departments in improving their commercial material to be embedded into a platform, liaising with SME's to design, create and manage the production of engaging content to give a direct global audience of professionals access to the latest learning strategies, knowledge tools and market examples, to support the deployment of a worldwide improvement initiative.

Other duties include:








- Storyboards and scripts for eLearning.
- Co-ordination of all digital content, content management and analytics.
- Responsibility for day-to-day publishing to the website; ensuring content is fresh, accurate, engaging and relevant.
- Creation of digital and media relating to global advertising and communications.









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ACHIEVEMENTS

-  **Global Mobility Transformation**
Design and development of capability building assets.
-  **Hire to Retire**
Designed and developed short videos and a set of eLearnings.
-  **Digital Learning Platform**
Developed and implemented an online sharing platform.
-  **Project Management**
Managed HR Compliance Training Project as well as the development.
-  **Marketplace**
Customer and Sales knowledge sharing platform.
-  **Family Care Goa Website**
Volunteered and developed a website for a charity in Goa - India.
-  **UK Intranet**
The launch of Capital One's first ever UK Intranet.

INTERESTS

-  Pool/Snooker
-  Table Tennis
-  Golf
-  Formula 1
-  Cricket
-  Traveling

WORK EXPERIENCE





JAN 2010 – MAY 2010 – PRODUCT EDUCATION, LONDON **eLearning Developer / Instructional Designer**

Contract work – Working closely with Client SMEs to develop a suite of effective eLearning courses, from initial design through to development and end user testing/sign off. Ensure all scripting of creative briefs/storyboards produced meet the in-house quality standards. Design, develop and author courses using Atlantic Link rapid learning tool in conjunction with Photoshop and Flash, ensuring client build standards and branding are met. Ongoing improvement of instructional design and technical writing. Project Management of the course development cycle, ensuring delivery to agreed tight deadlines while maintaining a high level of accuracy.

OCT 2007 - DEC 2009 – OPEN UNIVERSITY, MILTON KEYNES **eLearning Developer / Web Graphic Designer**

Contract work – Generate, structure and integrate interactive media materials. Create assets using Flash and other appropriate software, applying appropriate eLearning design principles and working in close consultation with clients and other media developers. Responsible for developing and creating high-quality graphical user interfaces as well as maintaining sites that have already been created for clients using HTML and Photoshop.

EDUCATION/QUALIFICATIONS

-  **2021 - ARMADA TRAINING BRISTOL**
Adobe After Effects video training course
-  **1995 - 1997 - NOTTINGHAM TRENT UNIVERSITY**
Computer Studies
-  **1993 - 1995 - COVENTRY COLLEGE**
BTEC NATIONAL DIPLOMA Computer Studies
-  **1986 - 1991 - PRESIDENT KENNEDY SCHOOL**
GCSE's 9 subjects