

Qualifications Summary

Highly creative individual with strong passion for design development and enhancing user experience; well-prepared to excel in a challenging role as UI/UX designer by leveraging diverse skill set and avid interest.

UI/UX

- ◆ Exceptional talent for planning and creating user-centered designs by employing advanced tools.
- ◆ Capable of conducting research, defining design requirements, and refining user experience.

Prototyping & Mockups

- ◆ Capacity for transforming ideas into actionable objects, while devising interactive and effective mock-ups.
- ◆ Remarkable efficiency to test and validate designs in coordination with users and stakeholders.

Cross-functional Collaboration

- ◆ Ability to partner with creative teams, analyze product road maps, and create feature requirements.
- ◆ Adept at collaborating with clients and promoting customer satisfaction and retention.

Key Skills

- ◆ Articulate communicator; fostering long-term professional relationships with key stakeholders.
- ◆ Possesses leadership, analytical, interpersonal, and problem-solving skills.

Technical Proficiencies

Adobe Creative Suite | Acrobat Pro | Microsoft Office Suite | Bluebeam Revu | Google Workspace | Figma | Miro

Academic Highlights

Coursera Google UX Design Certificate

2021 – 2022

Completed effective online training to understand design process and formulate appropriate designs. Obtained extensive knowledge of UX research fundamentals. Enhanced learning of low-and-high-fidelity prototypes for testing. Employed design tools, such as Adobe XD, Figma, Miro, Photoshop, and Illustrator.

- Developed personal branding and online portfolio by leveraging visual design skills and communication value.
- Acquired completion certificate by devising three comprehensive projects and communicated through case studies of designed dedicated mobile apps, and responsive websites.

Professional Experience

Graham Contracting Ltd, Bellevue, WA Business Development Specialist

2018 – 2021

Created layouts for documents, graphics, technical editing, and production to publish final submissions for Requests for Qualifications (RFQ's), Requests for Proposals (RFP's), and other business development projects, while utilizing Adobe Creative Suite and SharePoint. Presented designs to Washington State Department of Transportation (WSDOT), Sound Transit, Boeing, and local governments.

- Increased membership 457% by implementing SmartBid platform from 2018 to 2019.
- Successfully procured 30% of submitted competitive project proposals compared to industry standard of 17%.
- Developed and constructed presentation materials for award submittals, and district and subcontractor meetings.
- Augmented business growth, workforce development, and community involvement by managing regional Diversity and Inclusion Team.

Buds & Branches, Seattle, WA **Managing Director/Designer**

2001 – 2018

Created personalized floral arrangements for clients, special events, and weddings. Developed and delivered top-notch creative designs. Secured referrals from former clients and other florists by offering quality service. Increased client base by nurturing and maintaining strategic relationships.

- Hired, trained, and managed over three seasonal designers for key events annually.
- Received additional leads per month by preparing monthly newsletter and Facebook marketing campaigns.
- Boosted efficiency by overseeing budgets, formulating billing strategy, and implementing accounting systems.
- Reduced overhead costs by strengthening relationships with local businesses and securing wholesale merchandise and materials for business.

Additional Experience

Market Center Administrator, Keller Williams Realty, Bothell, WA

Promoted operational and financial stability of market center and led systematic communications of value.

Wine Lounge Manager, DeLille Winery, Kirkland, WA

Monitored daily operations, catered to high-value clients, and assisted with marketing and branding of new facility, while managing staff of 18 members.

Education

Master of Fine Arts, Set Design

Pennsylvania State University, State College, PA

Bachelor of Fine Arts, Sculpture & Set Design

University of Alaska Fairbanks, Fairbanks, AK

Awards & Accolades

Outstanding Community Leadership, Washington Association of School Administrators, Everett School District Superintendent

Golden Acorn Award, Washington State Parent Teacher Association (WSPTA)