

KEYLA JONES

UX / UI DESIGNER

www.keylajonesdesigns.com

INFO

ADDRESS

Seneca, SC

PHONE

623-239-2849

EMAIL

chkiko@gmail.com

SOFTWARE

Adobe XD 

Figma 

Photoshop 

Illustrator 

After Effects 

HTML 

CSS 

C# 

SKILLS

Visualization

Rapid Prototyping

Usability Testing

User Interviews

Persona Development

Time management

Self-motivated

Effective communication

Team-player

PROFILE

Proactive and detail-oriented UX Designer who recently graduated from the Google UX/UI Certification bootcamp. Self-motivated learner with clear understanding of current technologies and UX practices. Proven experience with design, collaboration, problem-solving, and deadlines.

EDUCATION

UX / UI Design Certification, Google

2021 - Remote

Six month intensive bootcamp that covered the UX design process from start to finish.

- User research, competitive analysis, interviews
- User personas, information architecture, user journey map, storyboards.
- Mobile and desktop sketches, Lo-Fi wireframes and Hi-Fi prototypes, usability studies
- Presentations for stakeholder buy-in

Associate Degree, Glendale Community College

2018 - Arizona (3.9 GPA)

EMPLOYMENT HISTORY

Administrative Specialist II, Tri-County Technical College

Oct 2019 - Present | Pendleton, SC

- Editor of division newsletter
- Created graphics and posters
- Exceeded KPI for student enrollment goals
- Assisted with marketing efforts
- Provided excellent customer service by empathizing with student needs
- Collaborated and planned regular team building exercises
- Promoted twice in one year.

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Adobe XD	<div style="width: 80%;"></div>
Figma	<div style="width: 85%;"></div>
Photoshop	<div style="width: 80%;"></div>
Illustrator	<div style="width: 75%;"></div>
After Effects	<div style="width: 40%;"></div>
HTML	<div style="width: 70%;"></div>
CSS	<div style="width: 60%;"></div>
C#	<div style="width: 30%;"></div>

SKILLS

- Visualization
- Rapid Prototyping
- Usability Testing
- User Interviews
- Persona Development
- Time management
- Self-motivated
- Effective communication
- Team-player

EMPLOYMENT HISTORY

Graphic Design, Chakra 5 Productions/Reiki Rising

Jan 2012 - Present | Remote

- As needed freelance position
- Worked with stakeholders to design illustrations, posters, and other marketing material
- Exceeded deadlines on time sensitive materials
- Coordinated directly with the CEO to determine and meet needs

Academic Gap Year

Aug 2018 - Sept 2019

Special Events Coordinator/HR Assistant, Bass Pro Shops

Nov 2016 - Aug 2018 | Tacoma, WA

- Successfully interviewed, trained, and management a team of eight
- Assisted with full-cycle recruitment
- Point of contact for charitable giving and public relations
- Coordinated all store events, including nationally known Christmas event (Santa's Wonderland).
- Successfully managed social media platforms to exceed the KPIs set for store event participation
- Employee of the month for December 2017

Contract Administrative Assignments, Robert Half

Jan 2014 - Oct 2016

Customer Service Associate, Follett Group

May 2013 - Aug 2013

HOBBIES

