

# Christabel Odipo

Product-Designer and Virtual Assistant

00100 Nairobi, Kenya  
christabelodipo97@gmail.com  
[Project](#)  
+254706960280  
[Linkedin](#)

## Profile

I’m a Junior Product Designer with a focus on enterprise software. With my background in Public Relations, I blend creativity and strategic communication to create intuitive and aesthetically pleasing user experiences. Currently, I am enhancing my skills through a Virtual Assistant program at ALX, gaining valuable experience in managing administrative tasks and improving organizational efficiency.

## Education

2023	<b>Moringa School</b>
Mar- Aug 2023	Product Design (Boot camp) GPA: 3.4/4.0
2017	<b>Multimedia University of Kenya</b>
— 2019	Diploma in Strategic Public Relations Credit

## Key Skills

<b>Figma</b>	Expert
<b>Sketch</b>	Expert
<b>Indesign</b>	Proficient
<b>After Effects</b>	Proficient
<b>HTML/CSS</b>	Novice

## Experience

2019	<b>Customer Service Assistant / Marketer</b>
—	<b>Precise Diagnostic Imaging</b>
2023	<ul style="list-style-type: none"><li>• Provided friendly and professional service to patients and healthcare professionals, ensuring maximum satisfaction.</li><li>• Addressed inquiries, scheduled appointments, and provided detailed information about diagnostic procedures.</li><li>• Handled customer complaints and concerns, developing strong problem-solving skills.</li><li>• Developed and executed marketing strategies to promote diagnostic services, including creating marketing materials and managing social media accounts.</li><li>• Conducted market research to understand customer needs and preferences, gaining insights into effective marketing strategies.</li></ul>

## Certification

July	<b>Virtual Assistant</b>
2024	<b>ALX</b>
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Aug	
2024	