

LEAH JOY BURDEAUX

UX DESIGNER | UX WRITER

CONTACT

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EDUCATION

Career Foundry

UX Design Certificate
2022

Houston Christian University

MA - Theology, 2013

Houston Christian University

BA - Philosophy &
Religion, 2013

Houston Community College

AA - English, 2006

SKILLS

Writing
Creative Problem Solving
Design Thinking
Systems Thinking
Wireframing
Prototyping
User Research
Personas
Usability Testing

TOOLS

Figma
Marvel
Adobe XD, Photoshop,
and InDesign

ABOUT ME

UX Designer and UX Writer with a background in logistics, writing, and creative design. Experienced in problem solving, designing systems, and writing both long form articles and copy for the web.

EXPERIENCE

Vice President, Texas Adaptive Communication Devices — 2011—PRESENT

- Help people with various special needs access technology through a state government contract
- Designed our shipping system using USPS
- Streamlined our receiving process to decrease turnaround from two days to just one day
- Redesigned our billing process to eliminate errors and increase efficiency, reducing the average time from 8 hours to 2 hours
- Initiated COVID-appropriate ways to get products to local customers
- Designed our website to be particularly easy to use for our clients with varying physical and/or intellectual disabilities

Editor / Shipping Specialist, Rapid Wristbands — 2018—2020

- Frequently wrote blog posts, copy, and microcopy for our website
- Graphic design for both the website and printed marketing materials
- Designed and set up our warehouse and shipping/receiving space
- Designed and wrote policies about proper packaging and shipping techniques
- Delighted customers by ensuring timely deliveries
- Maintained close relationships with carriers (DHL, USPS, FedEx, and UPS) and kept up with shipping industry news daily
- Trained new employees

Creative Associate, Marine Marine — 2014—2016

- Transformed their quarterly newsletter into a magazine-quality production, gaining multiple industry accolades
- Performed graphic design, writing, document layout, interviews, and other aspects of newsletter production
- Redesigned and updated official company forms from expensive paper forms to fillable PDF files, thus saving the company thousands of dollars a year

Owner, Easy Church Media — 2005—2014

- Built websites and podcasts for small churches, businesses, and government entities
- Wore all of the hats in this one-woman show: sales, marketing, web design (WordPress, HTML, CSS), graphic design, customer service