

Livia Bottoni

Junior Front-end Developer



WORK EXPERIENCE

Communications Officer

Alliance2015, Brussels Belgium

04.2017 to 12.2017

- Managed social media accounts and organised social media campaigns, creating written and graphic content;
- Produced printed communication materials, including a flyer;
- Wrote, edited and designed two-monthly internal "Updates" via MailChimp, in line with the editorial guidelines I established;
- Managed the website (using Typo3) and intranet (SharePoint).

Communications Assistant

VOICE asbl, Brussels, Belgium

04.2016 to 04.2017

- Lead the development of the new custom-built website, including developing content and sitemap, liaising with the website developers, and setting up Google Analytics;
- Produced internal newsletter to 600 readers as well as event reports;
- Edited publications such as bi-annual magazine (2000 readers) and annual report.

Communications Intern

Greenpeace European Unit, Brussels, Belgium

09.2015 to 03.2016

- Developed written and graphic content (using Photo Impact and Canva) for the website and 22,000 twitter followers, regularly getting high engagement rates;
- Cultivated press relations and handled media inquiries;
- Wrote, edited and disseminated press releases which were quotes by the Guardian and other major newsletters.

Media and Communications Intern

World Future Council, Hamburg, Germany

01.2015 to 07.2015

- Managed social media accounts and increased twitter followers by 20%, LinkedIn followers by 400% and Facebook likes by 70%;
- Wrote and edited German and English newsletters and press releases that generated up to 120 press clippings, as well as for publications and the 2015 annual report;
- Managed and wrote content for bilingual website (Typo3).



EDUCATION

Traineeship Front-end Developer

Interface3, Belgium

04.2018 to present

Fundamentals of Graphic Design

California Institute of the Arts, online

03.2018

Master of Arts Global Development

University of Leeds, United Kingdom

09.2013 to 12.2014

Bachelor of Arts (Hons.) Geography

Royal Holloway, University of London, United Kingdom

10.2010 to 07.2013



CONTACT



Avenue de Tervueren, 3
1040 Brussels
Belgium



+32 (0) 473 545 664



livia.bottoni@gmail.com



github.com/LiviaButtons



linkedin.com/in/liviabottoni



liviabottoni.eu



SKILLS

Web skills:

HTML5, CSS3, SASS, Bootstrap, responsive web design, UX, JavaScript, jQuery, Ajax, PHP, SQL, GIT, prototyping (Adobe XD), CMS (WordPress, Drupal)

Graphics design skills:

Adobe PhotoShop, Adobe Illustrator, Adobe InDesign, Adobe Animate

Communication skills:

newsletters, MailChimp, copy writing for reports and press releases, social media management

General skills:

MS Office Suite, project management, database management, problem-solving



LANGUAGES

English	<div></div>
German	<div></div>
Italian	<div></div>
French	<div></div>
Spanish	<div></div>



OTHER

Class B driving license