

# Anna Karlovskaya

## Web Designer & Front-End Developer

[www.annakarlovskaya.com](http://www.annakarlovskaya.com)



(778) 953-5847



/annakarlovskaya



[karlovskaya@gmail.com](mailto:karlovskaya@gmail.com)



/annakarlovskaya



### Summary

A Web Designer with hands-on experience in creating mobile-first websites from scratch as well as developing WordPress websites. Possessing in-depth experience in client relationship management and recruitment, understand the crucial role of effective communication and time-management in pursuing client's and business' goals. Passionate about gaining new knowledge and experience and interested in making the web accessible for everyone using UX design best practises.



### Technical Skills

#### Languages & Technologies:

HTML5, CSS/CSS3

Javascript and jQuery, PHP

**CMS:** WordPress

#### Adobe Suite:

Illustrator, Photoshop

#### Tools:

Git/GitHub, SASS CSS, Balsamiq



### Experience

September 2016 - Present

#### Web Designer | Vancouver, BC

External Client, Final Project for TWD Program at BCIT

Working in collaboration with three team members to redesign current portfolio website for an artist.

- Met with the client to determine requirements and goals, conducted regular client meetings for feedbacks
- Conducted content audit of current website, competitive and gap analysis
- Updated content hierarchy and information architecture to meet client's needs
- Created paper wireframes and visual mockups for mobile and desktop website versions
- Develop using WordPress, conduct website testing, client tutoring

May 2016 - Present

#### Web Designer in Training | Vancouver, BC

BCIT | TWD Program (Certificate expected in October 2016)

During the 20-week course learned and practiced coding languages as well as mastering current web design technologies, UX Design best practices and SEO in challenging individual and group assignments.

- Developed responsive and well-structured websites from scratch using HTML5, CSS/CSS3, Photoshop and Illustrator
- Learned how to add interactivity with Javascript and jQuery and how to build dynamic websites with PHP
- Built customized websites on Wordpress using starter and child themes and various plugins
- Practiced building e-Commerce websites using WordPress, WooCommerce and Easy Digital Download



### Education

May 2016 - Present

#### BCIT | Vancouver, BC

Technical Web Design Program

Full-time, Certificate

2003 - 2008

#### Moscow State University of Technology "STANKIN"

Moscow, Russia

Master's in Economics and Management  
(GPA 3.64)

1991 - 1998

#### School of Music "ROSINKA"

Serpukhov, Russia

Piano class

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## Experience (continued)

April 2012- October 2014

### Operations Manager | Moscow, Russia

ANCOR Banking, Financial Services

Company provides recruitment and staffing services for banks and financial companies in Russia, Ukraine and Kazakhstan. Randstad Strategic Partner.

- Communicated with regional recruiters (18 colleagues in 7 branches in Russia and Ukraine) to monitor recruitment projects progress, provided recommendations, enforced internal standards and procedures
- Analyzed recruiting reports to improve recruiters' efficiency, prepared statistical reports for Operations Director and CEO
- Updated different client materials and databases, maintained company's intranet site
- Received recognition as "Most knowledgeable and always ready to help coworker" from colleagues and upper management

May 2010 - April 2012

### Account Manager | Moscow, Russia

ANCOR Banking, Financial Services

Reported to CEO, my client portfolio included 20 banks, insurance and leasing companies with extended retail branch network across Russia with 5 different HR products.

- Managed full projects cycle - conducted negotiations, prepared commercial proposals, launched projects, projects implementation troubleshooting, debt control monitoring
- Communicated with other team members including Team and Product Leaders and recruiters to ensure timely and successful delivery services and meet target goals
- Prepared, analyzed and presented client reports and projects results to the team and upper management
- Successfully launched and completed more than 10 large cross-country projects for TOP 20 banks and financial companies that improved company brand recognition and customer loyalty

July 2008 - May 2010

### Regional Coordinator | Moscow, Russia

ANCOR Holding

Company is one of the leaders in HR services in CIS market. 10 companies work under ANCOR brand and the group regional network includes over 40 offices.

- Coordinated recruitment projects for 25 clients in more than 30 cities across Russia
- Prepared invoices and tracked all client document circulation, worked in multi-disciplinary team
- Advised and supported Moscow and remote recruiters to meet the organization's policies and procedures
- Rewarded as "Best Support Specialist"



## Volunteering

August 2016

### WordCamp 2016 | Vancouver, BC

Volunteer

April 2015 - July 2015

### The English-Speaking Union NYC, USA

Receptionist, Greeter, Unit Coordinator

November 2014 - December 2014

### New York Cares | NYC, USA

Volunteered for different short-term projects



## Professional Affiliations

2016 - Present

Member of meetup groups:

### Vancouver Accessibility and Inclusive Design

### Type Brigade | Vancouver, BC

2015 - Present

Member of meetup groups:

### Style & Class | Vancouver, BC

### Vancouver Pixel Crafters

### Vancouver Web Design