

KATE PRASOLEK

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www.katedesigns.uk

PERSONAL PROFILE

A reliable digital designer with friendly, easy-going attitude and genuine passion for crafting beautiful layouts and usable products. Self-learner of front end development. Creator of work that is tailored to individual needs. I enjoy working across print and web projects and I am looking forward to develop my skills into UX design.

TECHNICAL SKILLS

Adobe Photoshop, InDesign, Illustrator CC
Adobe XD, Origami Studio
Front-End Development - CSS3, HTML5,
Bootstrap, basic Javascript and jQuery
Sublime Text 3, Git
Typography, Wordpress

INTERPERSONAL SKILLS

Open mind, creativity & rapid learning ability
Strong sense of responsibility, reliability
Commitment & consistency
Organisational skills & can-do attitude
Ease of interpersonal contacts
Ability to teamwork, customer service skills

PROFESSIONAL EXPERIENCE

- | | |
|---------------------|---|
| Oct 2016 – Feb 2017 | Digital and User Interface Designer, iSKILLu, London <ul style="list-style-type: none">- designing, wireframing and prototyping individual pages- writing html and css code for individual pages- working along a team of designers and developers |
| May 2016 – present | Freelance Designer, London <p>Creating a range of tailored to individual needs projects including</p> <ul style="list-style-type: none">- web designs- logotypes and branding- print design and promotional materials |
| Jul 2015 – present | Receptionist and Bank Outreach Worker, Poplar Harca, London <ul style="list-style-type: none">- greeting visitors, ensuring they sign in/out, recording passes- phone handling & transferring calls, answering customer's queries- entering and updating data into the database, maintaining files system- community projects – discussing ideas with residents, encouraging to new ideas, residents surveys |
| Jun 2013 – Mar 2015 | Master Team Member, Paul UK, London <ul style="list-style-type: none">- organising shifts to run business smoothly following company standards- preparing sales plans & reports, controlling the sales and wastage level- handling orders, scheduling and organising deliveries and the stock- updating rota system, sales and banking spreadsheets, maintaining files- visual merchandising - taking care of displays and quality of products |
| Oct 2010 – Dec 2012 | Saleswoman & Customer Service Advisor, Polkomtel, Warsaw <ul style="list-style-type: none">- handling the phones: outbound & inbound calls regarding contracts- selling mobile/data contracts with additional services- maintaining customer relations |

May 2009 – Sep 2010

Shift Supervisor, Pizza Restaurant LaPrimera, Katowice

- front of house supervisor with customer service duties
- handling the phone, cash handling, scheduling orders and deliveries
- carry out administration tasks, preparing sales reports
- ordering products, controlling and organising the stock

EDUCATION & TRAINING

2017

Lynda.com, online course

- Path to become an User Experience Designer

2016

Lynda.com, online course

- Foundations of Layout and Composition
- Foundations of Branding
- Colour for Design and Art
- Path to become a graphic designer
- Typography

2016

Adobe Photoshop and inDesign, Adobe Learning Centre

- Photoshop CC
- inDesign CC

2016

Codecademy, online course

- HTML and CSS
- Javascript and jQuery
- Interactive website

2003 - 2008

Psychology, Silesian University