




CONTACT

-  burtzlaff.lisa@gmail.com
-  (562) 544-2999
-  San Francisco Bay Area
-  burtzlaff.github.io/portfolio

CONNECT

-  behance.net/burtzlaff
-  github.com/burtzlaff
-  linkedin.com/in/lisa-burtzlaff

SKILLS & TOOLS

Design

- Sketch
- InVision
- Wireframes
- Layouts
- Styleguides
- User Personas
- Usability Testing
- User Research
- Prototyping

Frontend Development

- HTML
- CSS
- JavaScript

Operations

- Team Management
- Scaling
- Project Management
- Cross-Collaboration
- Process Improvement

Lisa Burtzlaff

Product Designer

PROFILE

Product Designer with a background in operations and logistics. Skilled at developing functional user-centered solutions keeping both visual design and efficiency in mind. Experience driving process improvements and working cross-functionally with PED to improve in-house products and create a streamlined workflow.

EMPLOYMENT HISTORY

2019-2020

Senior Home Onboarding Coordinator

Zeus Living

- Managed onboarding process of new homes into the Zeus Network
- Partnered with Engineering, Product, and Design teams to improve internal tools
- Created and implemented processes specific to single family homes and their unique challenges
- Collaborated with various teams within the Ops organization to improve and refine workflow

2014-2018

Operations & Logistics Manager

The Mixing Bowl

- Managed all catering events and staff logistics
- Created and refined operational processes to produce an efficient and streamlined standard
- Managed and maintained company event calendar

2013-2015

Kitchen Manager

Berkeley Student Cooperative

- Managed an annual budget of \$60,000 for food and house supplies for a cooperative house of 40 students
- Supervised and assigned cooking shifts

EDUCATION

Career Foundry, 2021

UI Design Immersion

Frontend Development for Designers

University of California, Berkeley, 2013

B.A Legal Studies