Lisa Burtzlaff

UI 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.

Contact

✉ burtzlaff.lisa@gmail.com

📞 (562) 544-2999

📍 San Francisco Bay Area

〰 burtzlaff.github.io/portfolio

Connect

Be behance.net/burtzlaff

○ github.com/burtzlaff

in 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

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 & 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
- Ensured kitchen was up to city health codes

Education

Career Foundry, 2021
UI Design Immersion
Frontend Development for Designers

University of California, Berkeley, 2013
B.A Legal Studies