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Charlotte Khamnei

Cyber Security & UX/UI Design Student

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Education

Drexel University — *B.S. in Computing & Security Technology, Minor in UX/ID & Fine Arts*

Philadelphia, PA

Sep 2019 – May 2026

Relevant Coursework

Interface Design I, II Database Management Systems Calculus I, II IT Security I, II
Computer Programming I, II Web Design I, II Human Computer Interaction Network Administration I

Skills

Design — Skilled in **Adobe Creative Suite, Sketch, Keynote, User Testing, Flinto, WordPress, Figma**, and **graphics animation**. Familiar with **Salesforce** and **prototyping/mockups**.

Engineering — Skilled in **HTML/CSS, Python**, and **Git**. Familiar with **Javascript, SQL**, and **PHP**.

Supplemental — Skilled in **videography/documentary production, photography, screenprinting**, and **fundraising**.

Experience

Back On My Feet — *Website, Social Media, & UX Design Intern / 6-Mo Co-op*

(Remote) Philadelphia, PA

Mar 2021 – Sep 2021

- Collaborated to deliver daily and longterm graphics needs for the national BoMF organization. Collaborated regularly with entire communications team to create effective products.
- Exerised balancing communcation, project management, timeliness, and creativity when making digital content for virtual national events and initiatives (annual gala, Running Festival, etc.)
- Projects included: motion graphic templates, posters, main-program videos for events, internal & external UX products (eg. team slideshows, member resources, volunteer tools, recruitment assets), designs & mockups for events (eg. tee shirts, banners, sponsorship packets), brand redesign and UX toolkit.

Mad River Valley Chamber of Commerce — *Web Design/Development Consultant*

Waitsfield, VT

Aug 2020 – Dec 2020

- Worked closely with the Chamber of Commerce executive director (remotely) to assess, deconstruct, and redesign the current MRVCC website, built and powered through WordPress.
- Created an engaging, concise interface to meet MRVCC's users' needs. Implemented and refined page, listing, and category archive systems allow for easy and intuitive site maintenance.
- Developed solutions to best promote partnering Chamber Members/businesses, which have been deeply impacted by the COVID-19 pandemic.

Conversations From the Open Road — *Videographer/Logistics Intern*

Burlington, VT

Nov 2016 – Aug 2019

- Organized logistics and complete funding for a 2-week-long road-trip, journalism experience for 6 students high-school students.
- Guided trip participants in gathering footage, learning videography and interviewing techniques, and creating personal short documentary projects from scratch using the Adobe Creative Suite applications.
- Served as a mentor and leader for participants to stimulate their curiosity, dialogue, and with video production.
- Managed and distributed footage (A-Roll, B-Roll, photos, audio, interview transcripts) of over 10 interviews.