





DANIELA GONZALEZ


Business Administrator &
Interactive Media Designer

 [See my portfolio](#)

 danielagonzaless@hotmail.com

 [linkedin.com/in/danielagonzalezsarria](https://www.linkedin.com/in/danielagonzalezsarria)

 +1 (470) 667 6382

 Ottawa, ON, Canada

CAREER OBJECTIVE

Business Administrator and Interactive Media Designer passionate about captivating user experiences. Skilled in UI/UX design, web development, and creating top-tier solutions. Adept in Figma, Adobe Creative Suite for wireframing, mock-ups, and design systems. Committed to continuous growth and improvement.

EDUCATION



Interactive Media Design Algonquin College

 Ottawa, Ontario, Canada  June 2022 - February 2024

Awards:

- Dean's Honours List All Semesters
- Cumulative G.P.A 3.95 / 4.0

Bachelor of Business Administration Icesi University

 Cali, Valle, Colombia  January 2016 - February 2021

Thesis title: "Generation Z vs. Higher Education"

Thesis supervisor: Professor Tatiana Cortavarria

Awards:

- Honour roll VII to X semester
- Awarded 1st Place - Best Business Plan - May 2020
- Awarded 1st Place - "Experience at the point of sale" for the company Fiore - Nov 2019
- 1st Place - May 2016 - Business Competition Award, "Free" topic, "Innovation" category & "Best Oral & Written Support"

PROGRAM-RELATED SKILLS

- Microsoft Office: Excel, Word, PowerPoint, & Outlook.
- Adobe: Illustrator, XD, InDesign, Photoshop, Audition, Premiere Pro, & Lightroom Classic.
- HTML, CSS, JavaScript, React, Bootstrap, & WordPress.
- Basecamp, Figma, Miro, Maze, & Asana.
- AS-400.

SKILLS



- | | |
|----------------------|---------------------------|
| • User Interface | • Teamwork / Organize |
| • Wireframe creation | • Orientation to results |
| • Design Thinking | • Assertive communication |
| • Brainstorm | • Teamwork |

LANGUAGES

- Spanish (Native)
- English (Fluent)
- Portuguese (Fluent)

EXPERIENCE

Administrative Assistant Apex Motor Express

 Ottawa, Ontario, Canada  Feb, 2023 - Currently



Experienced Administrative Assistant skilled in logistics, AS-400 manifest management, and exceptional customer service. Expert in appointment scheduling, dispatching, and financial accuracy.

Community Manager & Logistics Amorango

 Ribeirão Preto, São Paulo, Brasil  Jun, 2019 - Nov, 2021

Versatile Professional with a proven ability to manage supplier relationships, drive customer attraction, and oversee marketing efforts. Expert in negotiation, social media management, quality control, and promoting community engagement.

Persona Natural (Natural Person Business) Entrepreneurship, Owner

 Cali, Valle del Cauca, Colombia  Feb, 2015 - Nov, 2020

Results-driven professional with a solid background in catalog clothing sales and extensive experience in nurturing client and supplier relationships. Skilled in problem-solving, financial management, and actively contributing to employment growth in Colombia.

PROJECTS

UX / UI and Graphic Design

Proficient in Figma, Adobe XD, and Miro, I've created wireframes, UI designs for websites, and spearheaded a commercial mobile app's development, conducting usability tests for enhanced user experiences. Skilled in Adobe Illustrator for consistent, scalable graphics. Committed to modern design solutions and collaborative teamwork.

Web Development

In my projects, I've built responsive websites with HTML, CSS, Bootstrap, and JavaScript, including a dynamic quiz site with QuizAPI integration. I've also designed and wireframed with Adobe XD, advancing from low to high fidelity, and managed communication, assignments, and coordination through BaseCamp.

REFERENCES

Apex Motor Express:

John Boersma - +1 (613) 223 4026
jboersma@apexltd.com

Advantage Personnel:

Alexandra Boies - +1 (613) 232 0100
ottawa@onyourteam.com