

# Andressa Dalecio Long

Portfolio: [andressa-dalecio.me](https://andressa-dalecio.me) | [LinkedIn](#)  
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## PROFESSIONAL SUMMARY

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Visual designer professional with a solid background in Digital Design, Figma and Adobe Creative Cloud. Advanced proficiency in wireframing and prototyping, I thrive on delivering innovative solutions. Skilled in problem solving, multi-task, and a keen eye for strategic and creative thinking. Seeking to effectively collaborate with developers, deliver successful results with a team through a professional and efficient communication.

## WORK EXPERIENCE

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### Aston Carter

*LinkedIn Office Administrator, Full-time*

Bellevue, WA

2023-Present

- Contractor for LinkedIn Bellevue office, successfully assisted an average of 300 employees and visitors per week.
- Responsible for the installation and setup of TDS machine system, ensuring seamless functionality and user-friendly experience.
- Conducted data entry tasks, maintained databases, and generated reports as needed.
- Provided exceptional customer service to clients, partners, and employees, resolving inquiries and issues efficiently and on time.
- Managed confidential files and records, ensuring proper organization, security, and compliance with company policies.

### Cultural Care

*Au Pair, Full-time*

Seattle, WA

2017-2019

- Managed a family household and provided 45 hours/week of childcare while living with a host-family. Gave support and planned routines while studying and adapting to a new culture and environment.
- Professional and personal development. Learned leadership, time-management, analytical skills and how to face professional challenges.
- Learned quick problem-solving, applying de-escalating techniques when necessary.
- Ability to work in a multicultural environment, improved my communication skills and fluency in English.

### Influencia Agency

*Visual Designer, Full-time*

Sao Paulo, Brazil

2015-2016

- Full-service marketing agency with expertise in digital strategy and content.
- Worked with stakeholders and developers as the only designer in the team, increased my ability of decision making and creative problem solutions.
- Created and published content on client's social media, increased the reach through a clean and user-centered design while followed client's guidelines.
- Provided exceptional customer service to 500k+ followers. Had direct contact with costumers, identified their needs and analyzed the digital experience, taking opportunities to build better visual interaction.

**Kantar Ibope Media**

*Media Broadcast Quality Control Specialist, Full-time*

Sao Paulo, Brazil  
2013-2014

- Responsible for quality control of media broadcast programs and commercials.
- Collected data, reported information, and classified media according to pre-established criteria, maintaining strong attention to detail.

**EDUCATION & CERTIFICATIONS**

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<b>UX Design Certificate</b>   School of Visual Concepts   Seattle, WA <i>Media</i>	2023-2024
<b>Creative Project Management AAS</b>   Shoreline Community College	2022
<b>Graphic Design Degree</b>   Cruzeiro do Sul University   Sao Paulo, Brazil	Graduated 2016

**SKILLS**

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- **Design:** Sketching, Wireframing, Prototyping, Design Systems, Style Guide, User Experience Design, User Interface Design, Mobile App Design, Usability Testing, Basic HTML, Basic CSS, Basic JavaScript
- **Research:** User Research, User Interviews, Competitive Analysis, User Flows, Site Mapping, Personas
- **Software/Tools:** Figma, Miro, Adobe XD, After Effects
- **Soft Skills:** Leadership, Communication, Critical Thinking, Problem Solving, Collaboration, Creativity, Agile Mindset, Attention to Detail, Adaptability, Time Management, Project Management, Organization, Multi-tasking, Innovation, Task Delegation, Decision Making
- **Microsoft:** Excel, Word, PowerPoint, Access, Outlook, OneNote
- **Language:** Excellent communication skills in English and Portuguese.