

Andressa Dalecio Long

Portfolio: andressa-dalecio.com | [LinkedIn](#)
(206) 401-2217 | andressa.dalecio@gmail.com | Seattle, Washington

PROFESSIONAL SUMMARY

Visual designer professional with 2+ years background in Digital Design, Figma and Adobe Creative Cloud. Advanced proficiency in wireframing and prototyping, passionate about helping people and found in design a way to do that while keeping the creativity alive. Skilled in problem solving, multi-task, and a keen eye for strategic and creative thinking. Seeking to effectively collaborate with developers and designers, deliver successful results with a team through a professional and efficient communication.

WORK EXPERIENCE

LinkedIn

Bellevue, WA

LinkedIn Office Administrator, Full-time

2023

- Contingent worker for LinkedIn Bellevue office through Aston Carter/Cushman&Wakefield, 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

Seattle, WA

Au Pair, Full-time

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

Sao Paulo, Brazil

Visual Designer, Full-time

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

Sao Paulo, Brazil

Media Broadcast Quality Control Specialist, Full-time

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

UX Design Certificate | School of Visual Concepts | Seattle, WA *Media*

2023-2024

Creative Project Management AAS | Shoreline Community College

2022

Graphic Design Degree | Cruzeiro do Sul University | Sao Paulo, Brazil

Graduated 2016

SKILLS

- **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
- **Software/Tools:** Figma, Miro, Adobe XD, After Effects, Meta Business.
- **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.