

HANNAH DARDEN

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Profile Summary

- Proven ability in visual communication, end-user communication, user guides, and audience analysis.
- Proven ability in the training of new team members
- Proficient in the development of low and high fidelity wireframes, logo design, and website development

Skills

Analytical Tools: Google Workspace, Microsoft Office

Languages: HTML, CSS, Javascript

Technologies/Frameworks: Adobe Creative Cloud, Github, Gitpod, Wordpress, Figma, Elementor, Confluence, SiteGround

Education

MA Technical Writing

University of Arkansas at Little Rock, Little Rock, AR

Currently Enrolled

BA Web Design & Development

Minor in Information Technology

Completed

University of Arkansas at Little Rock, Little Rock, AR

Google Certificate - Project Management

Online - Coursera

Completed

Experience

Composition Teaching Assistant

University of Arkansas - Little Rock, Little Rock, AR

08/2024-present

- Edited and proofread documentation
- Created instructional materials, guidelines, and assessments

Centralized Staffing Coordinator

Baptist Health, Little Rock, AR

07/2023-present

- Creation and implementation of internal documents
- Updated and edited documentation for internal usage
- Coordinated with on site SMEs for daily staff tracking

Help Assistant

UALR Emerging Analytics Center, Little Rock, AR

06/2023-08/2023

- Collaborated on projects for both the Art and Web Development teams, contributing to the creation and maintenance of websites hosted by the center.
- Trained in a range of tools and software, including Confluence, Blender, and 3Ds Max
- Advanced my proficiency in platforms such as WordPress and SiteGround.

Emergency Communications Dispatcher

Bryant Communications, Bryant, AR

08/2019-07/2023

- Documentation entry
- Expertise in multi-system monitoring (radio, phone, surveillance cameras)
- Dispatched for fire, medical rescue, and police
- Trained new dispatchers to ensure efficient communication and response times

Projects

International Student Hub: Navigation Wireframe | Figma, Google Slides, Canva

- Developed a wireframe that laid the foundation for overall site navigation. Project prioritized development that would increase engagement of international audiences. This project created navigation options for visual, audio, and textual learners.

Hospital Staffing Grid | Google Sheets, Kronos, Infor

- Created a staffing grid that tracked the daily arrangement of nursing staff across multiple hospitals in the state of Arkansas. This grid has allowed a streamlined process for monitoring the placement of staff.