



CONTACT



hmdarden.github.io
/darden.developments



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+1 (479) 329-8640

EDUCATION

- **UNIVERSITY OF ARKANSAS
AT LITTLE ROCK**
TECHNICAL WRITING - MA
CURRENTLY ENROLLED
- **UNIVERSITY OF ARKANSAS
AT LITTLE ROCK**
WEB DESIGN & DEVELOPMENT - BA
COMPLETED
- **GOOGLE- COURSERA**
PROJECT MANAGEMENT- CERTIFICATE
COMPLETED

SKILLS

ADOBE CREATIVE CLOUD

HTML/CSS

JAVASCRIPT

GIT/GITHUB

GOOGLE WORKSPACE

MICROSOFT OFFICE

WORDPRESS

FIGMA

ELEMENTOR



VIEW MY
PORTFOLIO

Hannah M. Darden

PROFILE

Graduate student enrolled in the University of Arkansas at Little Rock Technical Writing MA program with a BA in Web Design and Development, and a minor in Information Technology. Diverse experience in HTML/CSS, UX/UI design, technical writing, editing, project management, client-customer management and training, computer multitasking, and problem-solving.

INTERNSHIP

2024-Present

COMPOSITION TEACHING ASSISTANT

UNIVERSITY OF ARKANSAS - LITTLE ROCK

Taught Writing & Reading Strategies which focused on the deliberate practice in writing with an emphasis on developing stronger fluency in reading comprehension, writing, editing, and critical thinking skills.

Summer 2023

HELP ASSISTANT

EMERGING ANALYTICS CENTER- UALR

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.

WORK EXPERIENCE

2023-Present

CENTRALIZED STAFFING COORDINATOR

BAPTIST HEALTH

Multitasking which included daily medical staffing for multiple locations. Responded to employee questions regarding schedules, timekeeping, and daily staffing. Frequently used Google Workspace and Microsoft Word.

2019-2023

EMERGENCY COMMUNICATIONS DISPATCHER

BRYANT COMMUNICATIONS

Multitasking which included documentation entry while radio, phone, and camera monitoring. Dispatched for fire, medical rescue, and police. Trained new dispatchers to ensure efficient communication and response times.

SOCIALS



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