Dana Sallie

Profile

I am a results-driven individual and have a keen eye for details. I am very receptive, embrace new ideas and not afraid to experiment taking ideas from inception to production. I combine technical and creative skills to create honest and meaningful experiences for the users through design. I am flexible and collaborative and I can work on my own as well as part of a team

Contact me

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Birmingham, UK

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Be Behance-Portfolio
www.behance.net/dana_sal

Programming knowledge

- HTML & CSS
- Design relational database using MySQL
- Knowledge of java & php

Sofware Skills

- Photoshop cc
- Illustrator cc
- Indesign cc
- Adobe XD cc
- Figma
- MS Suite

Experience

**Aug 2022 - Currently
Sanctuary Housing**

UX Designer
Improving the SAP customer service model, moderated interview, moderated test, user flows, Low and high-fidelity wireframes, UI design, prototyping.

**Mar 2020 – Aug 2022
SJ Commercial Export**

Freelance UX Designer
Designing user flows, Low and high fidelity wireframes, UI design, Mock ups and prototyping.

**Apr 2019 - Feb 2020
Fair for you**

Contract UX Designer
I worked on redesigning several Online applications including CMS to improve client's payment accounts. My work entailed helping with research to improve the UX and creating design wireframing, information architect, prototyping and usability testing.

**Mar 2014 - Dec 2018
Enovision**

Digital Designer
I worked with a team of designers to design and developing WP CMS, My responsibilities included wireframes, sitemaps, user flows, testing, and visual design including business card, flayers, posters, brochures, menus and signage.

**Dec 2011 - Mar 2014
Vale Glass Ltd London**

Customer Advisor
Responsibilities included identifying and meeting the needs of businesses and individual customers. Providing support via phone, face to face, or email. Approached new businesses, recommended products and advising businesses and individuals the benefits of the product to them can checking stock availability. Liaise with businesses and customers via email, telephone and written correspondence and promote new seasonal offers.

**2007 - 2009 Sandwell
Council &NHS (Early
Intervention In2 Work
Program)**

Employment Support Officer
Met monthly recruitment targets and built networks with local and national businesses. Established vacancies within their companies and matching potential employees to vacancies. Assisted clients to complete C.V's , Carried out Job Search and interview techniques with clients.Updatedthe Council database with client information and provided statistics to senior managers. Established verbal and written communication at all levels liaising with managers, colleagues, third parties.

2002 - 2007
Birmingham TUC Centre
for the unemployed

Employment Advisor / Researcher

Assisted refugee and migrant clients to complete C.V's, job search. with interview techniques. Carried out workshops and outreach sessions in various locations in Birmingham. Created action plans and accompanied clients to training inductions and assisted them with completing benefit forms. Negotiated on behalf of clients with third parties. Liaised with organisations and developed networking with groups. Researched information for a Service Directory for refugees and migrant communities. This involved information gathering in the area of Birmingham and created Access Database for the organisation to gather information on client profiles who used the service.

1994 - 2001
Dana Bespoke tailoring

Business Manger

Owned Tailoring Retail business and employed 7 staff. Involved in a high level of customer and business communication and produced garments for clients. Bought stock, took orders, sold garments, designed and pattern cutting.

Education & Training

Jan - Feb 2019
JBC Skills Training LTD

Training

Managing applications updates and remove malicious software. Able to carry out windows Boot Process & diagnose OS. Able to install software and hardware. Perform transfer of data using WET or USMT. Setting up networking, subnetting and TCP/IP. Able to process and install secure networks, wired and wireless. Setting up partitions, NTFS, FAT. Able to plan back up strategies Imaging, OS recovery methods. Setting up Compression & Encryption and NTFS permissions. Able to perform remote desktop and carry out remote assistance

2008 - 2011
Aston University

Computer Science -Software Development

Modules studied include: Relational Database system, Java programming foundation and live cycle, java Data Structure, Software project Management, computer and problem solving, Computer System, Interaction Design.
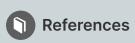
2007 - 2008
Birmingham

Bournville College Birmingham

NVQ Level 3 Information, Advice and Guidance.

2006 - (10 week)
Birmingham

My Time Counselling

Advice & Guidance Programme for Professionals

References

Available upon request