

Summary of Qualifications

- Experience in multi-functional roles: user interface (UI) design, user experience (UX) design, graphic design, web design and development, content management, technical writing, digital marketing, editing, testing, business analysis, instructional design, storyboarding, online courseware and curriculum development
- Experience working in fast-paced deadline oriented working environments requiring organizational and time-management skills, as well as attention to detail
- Front-end development skills: HTML5, CSS, JavaScript, JQuery, Bootstrap, SharePoint, XML, XSLT
- Extensive experience with Adobe Creative Suite, Office, prototyping and wireframing tools on both PC & Mac
- Strong visual design, user experience, photography, critical thinking, and problem-solving skills
- Education: Bachelor of Arts (BA) Degree; University of Virginia eMarketing Graduate Certificate; Rochester Institute of Technology (RIT) User Experience Design & Development Advanced Certificate 2017
- Project samples available at <http://www.JenniferLyckeUX.com>. Contact for complete portfolio.
- Current Secret Security Clearance

Career Experience

ManTech International Inc. (formerly Allied Technology Group), Virginia Beach, VA

Webmaster, Multimedia Designer 7/08 – Present

I am the Webmaster and Designer for Command, Control and Communications Engineering Center (C3CEN), United States Coast Guard (USCG), Portsmouth, VA. I design, maintain and post daily content to the US Coast Guard's Intranet and Internet sites for C3CEN, which get over 135,000 page views per month. I oversee the creation and management of over 125 subsites. I have redesigned C3CEN's Portal user experience using SharePoint (Designer) and Photoshop and have developed the standard for the entire C4ITSC, establishing layout templates for the rest of the Service Center. I work with engineers, government, and military personnel to manage site information architecture, update content, and post technical documentation. I keep websites current, 508 Compliant, and fully functioning, using SharePoint (Designer), HTML, CSS, JavaScript, JQuery, Photoshop, and XSLT in the Content Management System (CMS). I have developed new user interfaces, created graphics, and have been integral in planned redesign of C3CEN and C4ITSC Portal sites and new governance standards. These UI designs and graphics have become role models for other Coast Guard units. I develop online surveys and forms to gather relevant information and user research data. I research and create advanced customized SharePoint workflows to make business processes more efficient, which have become examples for other teams and units. I am responsible for seamlessly migrating website content to new servers during upgrades, while keeping users informed during transitions. I was a beta tester for a new tools implemented throughout the Coast Guard, reporting and analyzing issues to improve the beta functionality. I have also rebuilt and maintained Allied Technology's corporate website and contract websites.

Self-Employed Freelancer, Carrollton, VA

Graphic Design, Website Design, Photography & Fine Arts 11/05 – Present

I have been self-employed working for various clients, including projects such as user interface (UI) design, illustration, web design, graphic design, logo design, photography, portrait commissions, custom paintings, photo retouching, Photoshop lessons, local exhibitions, and a public art project. I have been responsible for all aspects of running the business, such as digital marketing, advertising, sales, proposal writing, customer service, bookkeeping, website design and maintenance, Search Engine Optimization (SEO), web analytics, and podcasting.

CACI (formerly American Management Systems, Inc.), Norfolk, Virginia**Web Author/Multimedia Developer 08/00 – 11/05**

I performed multi-functional roles on distance learning and software development projects for clients such as JROTC, US Navy, US Coast Guard, US Marine Corps, NIH, and NAVSEA. I designed and developed accredited SCORM-compliant Distance Learning courseware, including storyboarding, user interface (UI) design, graphics, photography, instructive and interactive animations, narration, and multimedia for web courses in our Learning Management System and for CD-ROMs. Using Instructional Design methodology, I designed lesson plans for Army JROTC curriculum to meet learning objectives, and helped design user interface for the CD-ROMs. I met with clients to determine updates for online courses and corresponding storyboards, scripts, and multimedia. I edited and revised content for textbooks, which corresponded with our Distance Learning curriculum. I was responsible for technical writing, developing, and designing the Help systems for AFJROTC Headquarters Management System and Cadet Inventory Management System. I created presentation graphics and marketing materials for proposals and presentations. I was also a mentor to junior developers and participated in our team's hiring decisions.

Coastal Computer Services; Virginia Beach, Virginia**Web Designer, Graphic Designer 11/99 - 08/00**

I created websites from start to finish for a wide variety of clients, including graphic design and custom photography. I maintained and updated existing websites according to client specifications. I designed all in-house marketing material.

Military Newspapers of Virginia; Norfolk, Virginia**Graphic Artist, Print Coordinator of Air Force Newspaper 01/98 - 11/99**

I designed ads and layouts, retouched photos, and set up pre-press color separations for weekly military newspapers and publications in fast-paced deadline oriented environment. I coordinated closely with military and colleagues to print weekly Air Force newspaper and assisted in pre-press setup of six other publications.

Education

Degree: Bachelor of Arts Degree (BA), Cum Laude, in Art, Messiah College

Additional Education:

- User Experience Design & Development Advanced Certificate (2017), Rochester Institute of Technology (RIT)
- eMarketing Graduate Certificate, 4.0 GPA, University of Virginia (UVA)
- New York University (NYU) User Experience (UX) Design

Specialty Training and Seminars: MIT User Interface Design and Interaction, SharePoint Designer, ASTD E-learning Instructional Design Certification, Visual Arts Symposium, Responsive Design, Interactive Web Design, Website Development, XML, Dreamweaver, Photoshop, InDesign, Photography, Business Analysis

Design and Technical Skills

Skills: User Experience (UX)/User Interface (UI) Design, Wireframes, Prototyping, Graphic and Web Design, User Research, Front End Development, HTML5, CSS, JavaScript, JQuery, Bootstrap, Photography, XML, XSLT, PC & Mac

Software: Photoshop, Dreamweaver, Axure, Invision, Balsamiq Moqups, SharePoint/Designer, Visio, BlackBoard, Illustrator, Microsoft Office, Acrobat Professional, RoboDemo/Help, InDesign, Designer's Edge, Captivate, Contribute, Learning Space, Director, Fireworks, CourseBuilder, VistaScan, Premiere, Web Analytics, Camtasia