MELANIE PANEM

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FORMAL EDUCATION

Associates of Science: Graphic Design
Certificate: Web Design
Certificate: Web Development
Certificate: Computer Programming
West Valley Mission College - 2018

Bachelor of Arts: Psychology
San Francisco State University - 2010
- Magna Cum Laude
- Psi Chi Honors Society
- T.A. to Professors Alex Gerould & Nils Moe

JOB SKILLS

Design / Marketing
- Product / UI/UX / Interaction design
- Figma / Sketch
- Adobe XD / Photoshop / Indesign / Illustrator
- WooCommerce / Shopify
- Google Analytics / Crazyegg
- Contentful / Drupal / Builder.io / WordPress

Development
- HTML5 / SCSS / CSS
- Vanilla Javascript / JQuery / ECMA 6
- Visual Studio Code / Sublime
- Git Version Control / Command Line / VIM
- Bootstrap / Foundation CSS Frameworks
- Atlassian Jira / Confluence / Bitbucket
- Studying React JS / Studying Python

PROFESSIONAL EXPERIENCE

Consultant
MPowheard Agency | MPowheard.com
December 2020–Current *(4+ years)*

- Consulting agency that offers multidisciplinary services across management, design, development, and marketing.
- Previous clients include:
  - Quicken: https://www.quicken.com
  - Mil's Diner: https://milsdiner.com
  - Detailed by Panem: https://detailedbypanem.shop

Online Course Instructor
LinkedIn Learning | LinkedInLearning.com
June 2020–December 2021 *(1 year 7 months)*

- Created instructional content and video courses for LinkedIn/Lynda Learners
- Synthesized and converted concepts and technical information into clear terminology and materials for students.
- Promoted creativity through hands-on projects that encouraged problem solving skills.

January 2021: Create a Quick, Clean, and Cheap Website with Bootstrap Templates

September 2021: Ditch Your Git GUI: Customize Your Terminal

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PROFESSIONAL EXPERIENCE *(continued - 2/2)*

Interactive Web Development Specialist
Credit One Bank | CreditOneBank.com
August 2019–April 2021 *(1 year 9 months)*

- Developed customized web solutions for corporate requirements, utilizing HTML, SCSS/CSS, JavaScript, JQuery, Foundation, and PHP.
- Demonstrated ability to manage multiple tasks while remaining adaptable and flexible.
- Participated in ongoing training to enhance own job skills and knowledge.
- Partnered on a UX project to improve efficiency and ease of access to customer support documentation across customer services portal on Microsoft SharePoint.

Principal Product Designer
Recollect Systems Inc. | ReCollect.net
January 2018–July 2019 *(1 year 7 months)*

- Ensure ReCollect products have an intuitive user experience through data driven interface design.
- Implemented WCAG AA accessibility standards into design processes and workflows.
- Modified and refined designs using working models and prototypes that conform with customer specifications, production limitations, and changes in design trends.
- Documented detailed specifications for frontend engineers to implement designs.

Document Design Engineer
RealPage Inc. DBA On-Site.com
October 2013–November 2017 *(4 years)*

- Created and maintained dynamic applications, leasing documents, and landing pages using XML, HTML, CSS, SQL, Javascript, Java, and GIT.
- Organized multiple development projects concurrently while meeting tight deadlines.
- Partnered on creating script macros, or reusable snippets, for the team to utilize across workflows.
- Partnered on specific UI/UX projects, including a client-facing forms web tool as well as a JIRA API-based internal company statistics website.