Mel O'Flaherty

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UX Designer with Web Development experience. A broad background in project coordination and customer service. Streamlining communication, quickly resolving problems, day-to-day task management and ensuring deadlines are met. Detail oriented and organized to ensure clients are satisfied.

EXPERIENCE

CF Design Inc, San Diego, CA — *Project Coordinator*

AUG 2021 - PRESENT

Executed 30+ projects weekly from start to finish. Worked directly with a team of 10 in house sales reps and 50 contracted installers. Ensured clients were kept informed and satisfied. Created the schedule for each job deadline.

KW3, San Diego, CA — *Administration*

FEB 2020 - AUG 2021

Office manager at a startup company. Managed payroll, assisted project management, called customers, vendors and set up sub contractors. Adapted to the ever changing tasks as the company grew.

EDUCATION

CareerFoundry, — *UX Design Certificate, Frontend Development for Designers Specialization*

MARCH 2022 - APRIL 2023

PROJECTS

Olive — *UX Immersion Course Project CareerFoundry*

JUNE 2022 - FEB 2023

Problem: A responsive mobile app to streamline booking medical appointments, storing health documents, booking fitness classes on the go.

Process: Competitive analysis, Research, user personas, low to high fidelity wireframing & prototyping, usability testing

Solution: View and schedule medical appointments or fitness classes on the go. The option for notifications and reminders. Secured documents with a secondary passcode. One calendar throughout the app adding all bookings to ensure no overlap.

SKILLS & TOOLS

- UX Research
- User Interviews
- Card Sorting
- User Personas & Stories
- Task analysis
- User flows
- Information Architecture
- Wireframing & Prototyping
- UI Design
- Frontend development
- Responsive Design
- HTML, CSS, JavaScript
- Design Documentation & Presentation
- Figma
- Adobe XD
- VSCode
- GitHub

Online Portfolio — *Frontend Development for Designers Project CareerFoundry*

FEB 2022 - APRIL 2023

Problem: A space to showcase my UX design work

Process: Compiled my design work and process in an easy to understand layout, utilized VSCode and GitHub

Solution: Fully functional website that showcased my UX Design portfolio