

Sarah Polachek

Web Designer // Brand Designer // Photographer

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+1 412 339 4421

Pittsburgh, PA

Education

B.A. Graphic Design & Multimedia: Web Design

Southern New Hampshire

University (SNHU)

- Manchester, NH

Highest Honors | GPA 3.98

President's List

A.A. Psychology

Community College of

Allegheny County (CCAC)

- Pittsburgh, PA

Dean's List | GPA 4.0

Design Tools

Brand Design

Web Design

UX Design

Graphic Design

Visual Design

Prototyping

Wireframes

Technical Tools

HTML / CSS / Javascript

Adobe Creative Suite

Microsoft Sharepoint

Wix / Squarespace

DSLR Photography

DLSR Videography

Project Experience

Front-End Intranet Design 03/2021-05/2021

- Integrated website build-out using Microsoft Sharepoint increasing employee engagement by 35%.
- Built using web components and CSS to recognize employees, strengthen culture, and increase participation.

freeCodeCamp - Front End Development Certification

- Utilized freeCodeCamp's courses to learn HTML, CSS, and JavaScript.
- Working towards 400+ hours in classes with a focus on designing for the web.

Professional Experience

Marketing Assistant 02/2021-present

Victorian Finance, Pittsburgh, PA

- Maintain internal website, increasing employee engagement by 35%.
- Use CSS and web components to produce a valuable user experience.
- Develop visual graphics through brand components, layouts, and typography.
- Recognized as moving uncomfortably fast and always helping others.

Freelance Designer 01/2020-present

Kimura Creative, Pittsburgh, PA

- Use Wix and Squarespace to develop websites that small businesses are able to maintain.
- Manage design projects for small businesses and promotions through graphics, photography, and video production.

Graphic Design Intern 08/2019-12/2019

Ten Four Social, Pittsburgh, PA

- Brought clients' ideas to life by developing graphics and videos to engage the target audience on social media.
- Deepened skills in Adobe Creative Suite programs as well as DLSR photography and videography.

Volunteer Experience

Career Prep Organizer 11/2020-07/2021

Steel City UX Ladies (SCUXL), Pittsburgh, PA

- Take action to further develop and implement SCUXL Career Prep Program; assisting in promoting and designing virtual events for Resume Reviews and Portfolio Reviews.
- Redesign organization's website using squarespace platform.