

Sarka Sevcikova

✉ sarka.sevci@gmail.com

🌐 www.sarkasevcikova.com

in [linkedin.com/in/sarkasevcikova](https://www.linkedin.com/in/sarkasevcikova)



Experienced in website design and accessibility, interested in UX. I like improving products and services to create visible outputs.

SKILLS

- Web Design
- Web Content Accessibility Guidelines (WCAG)
- Web Content Creation
- Web Consultancy
- Wireframing
- User Interface Design
- UX Design

EXPERIENCE

CLIENT SERVICES MANAGER FOR MICROSOFT

Wunderman Thompson, remote | 11/2020–04/2022

I was collaborating with Microsoft stakeholders to prepare, create, plan, and execute digital campaigns. I contributed with:

- consulting marketing teams to deliver campaigns as per accessibility standards
- training team member on the usage of a request tracking platform
- preparing internal documentation about web development

TECHNICAL WRITER

Rockwell Automation | 01/2020–10/2020

I was working in an agile environment and collaborating with multiple teams to improve the technical documentation and User Interface. My contribution included:

- prepared high fidelity design of the internal website
- adapted the documentation based on guidelines and user research
- created an online map of all involved teams and toolkits
- content creation and proofreading, Docs as Code

DIGITAL SERVICE DELIVERY PLANNER FOR MICROSOFT

Wunderman Thompson | 12/2018–12/2019

Building on my role as Coder in a multinational team, I coordinated the execution process of website creation. My responsibilities included:

- consulting stakeholders on website UI design and accessibility
- testing a request tracking platform and suggesting system improvements

- training team members on tools, web accessibility and processes

DIGITAL SPECIALIST/ CODER

Wunderman Thompson | 09/2017–12/2018

As a part of Microsoft extended team, I was responsible for:

- coding websites and emails using HTML, CSS, JS, quality assurance
- redesigning websites following brand guidelines and the design system
- website accessibility assessments and final evaluations

WEB CONTENT EDITOR

Czech Radio | 06/2009–11/2016

Being a member of the editorial office of Radiozurnal.cz, my everyday work included:

- content creation and publishing articles, 2000+ articles
- boost website performance through enhancing SEO
- studio photography, photo manipulation and retouching
- audio editing for the podcast

TOOLS

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|--|--------------------------------------|
| • Figma, Adobe XD | • Jira |
| • Web Content Accessibility Guidelines (WCAG) | • Confluence |
| • Adobe Photoshop, Adobe Illustrator | • ServiceNow CRM, Dynamics 365 |
| • HTML5, CSS3, basics of JavaScript | • UMLet and diagramming tools |
| • Google Analytics, Clarity UX Tool | • Markdown |
| • Wordpress | • git version-control system |
| • proprietary CMS (SiteMuse/MSCOM CMS, RedTiger CMS) | • Sound Forge Audio Studio, Audacity |
| | • Litmus Email Testing Tool |

EDUCATION AND CERTIFICATIONS

Google UX Design issued Coursera/ Google in 2022

Professional Scrum Master issued by Scrum.org in 2021

Higher professional degree in Economics and Marketing

LANGUAGES

- English – professional proficiency
- Swedish – intermediate with practice (B1/B2), Glossa Sweden school graduate
- Czech – native speaker