

## **SUMMARY**

University of Alberta Graduate student, Web designer, UX/UI Designer. Strive to be a designer who provides simple and practical solutions along with visual beauty and elegance.

Portfolio: <https://www.behance.net/tarnarutckaia>

Languages: English (full professional proficiency), Russian (native), French (basic)

## **PROFESSIONAL COMPETENCIES**

- |                     |                       |                   |
|---------------------|-----------------------|-------------------|
| ✓ Data Analysis     | ✓ JavaScript, Python  | ✓ Prototyping     |
| ✓ Public Speaking   | ✓ Web-content Writing | ✓ WordPress       |
| ✓ UX Research       | ✓ MAXQDA              | ✓ Wix             |
| ✓ Usability Testing | ✓ Sketch              | ✓ Typography      |
| ✓ HTML, HTML5, CSS  | ✓ Adobe Illustrator   | ✓ Adobe XD        |
| ✓ SQL               | ✓ Google Analytics    | ✓ Adobe Photoshop |

## **EMPLOYMENT HISTORY**

**Web Designer** (*Self-employed*) – Calgary, AB Oct 2018 – current

Website redesign for Migrante Alberta - a non-profit advocacy organization providing assistance for Filipino community in Edmonton

- Created various persona profiles
- Performed a needs analysis (interviews with stakeholders, volunteers)
- Created a mock-up (Adobe Illustrator)
- Created a Wix website
- Usability testing with stakeholders and volunteers
- Performed two-hour training session for selected volunteers
- Created a training document covering the most common content and site maintenance tasks.

Website redesign for Calgary Russian Community – a faith-based non-profit focusing on services for vulnerable children and families of immigrants

- Interviewed stakeholders and community partners
- Performed a usability analysis of a current website
- Created three different mock-ups for a new website (Adobe XD, Adobe Photoshop)
- Communicating with stakeholders in order to choose the most apt version of a mock-up
- Translating a mock-up into code (HTML, CSS, HTML5, JavaScript, Bootstrap)
- Optimizing a website for mobiles and tablets

**Research Assistant**, Digital Humanities Program Sep 2018 – current  
Department of Interdisciplinary Studies - University of Alberta, Edmonton, AB

- Participating in a socio-linguistics research of language accents in video games (e.g. *Dragon Age*)
- Collecting data and conducting quantitative and qualitative data analysis (MAXQDA), and corpus analysis
- Creating data visualization for the research results presentations and publications

**Library Assistant, Access Services**

Sep 2017 – Dec 2018

Rutherford Library - University of Alberta, Edmonton, AB

- Working with the library's e-catalogue to process books, renewals, holds, and reserves through the interlibrary loan system
- Utilizing the computerized system to circulate and process materials and documents
- Informing patrons of any fees/fines for lost or overdue books and other materials

**Journalist & Columnist**

2012 - 2016

Zasekin Information Agency ([ZASEKIN.RU](http://ZASEKIN.RU)) - Samara, Russia

- Interviewed notable and remarkable personalities (local politicians, writers, journalists) for a personal column
- Wrote analytical articles and critical reports on local and federal politics
- Promoted website and publications through social media

**Journalist & Political Analyst**

2013

GOLOS Association (Movement for Defense of Voters' Rights "Golos")

- Accomplished and published a project analyzing bill proposed by members of the Regional Duma (Regional Parliament).

**Digital Archives Coordinator**

2009 - 2015

Samara Literary Museum - Samara, Russia

- Managed a project of digitalizing the museum exhibits with a software (КАМИС)
- Assisted in creating and supporting the museum's website, ensuring it contains helpful and accurate information; promoted the museum through social media (Facebook, Instagram, Google Plus, etc.)
- Coordinated several digital exhibitions on a museum webpage
- Created and edited an on-line version of literary magazine "The Circus Olympus"

**VOLUNTEERING & COMMUNITY INVOLVEMENT**

**Special Correspondent from Alberta**

2015 – currently

Radio Megapolis Toronto - Toronto, ON

- Writing semi-monthly news articles and analytical reports on Alberta (political, social, cultural news)

**Calgary Public Library – Calgary, AB**

2015 - currently

- Assisting with various special event duties including helping presenters, greeting and directing attendees, helping with activities, and set up and tear down. Assisting with events for babies and toddlers aged 3 and under

**Glenbow Museum – Calgary, AB**

2015 – currently

- Greeting visitors, providing information on the current and upcoming exhibitions
- Assisting young visitors with small craft projects in the Discovery Room
- Participated in organizing of various events, including the Exposure Film Festival, Schmancy Gala, Valentine's Day in Glenbow, etc.

**EDUCATION**

**MA in Digital Humanities** (*Expected graduation: August - September 2019*)

**Department of Interdisciplinary Studies**, University of Alberta, Edmonton, AB  
**Cumulative GPA – 3.9/4.0**

**BA in Linguistics** (2012)

Samara State University - Samara, Russia

**AWARDS & RECOGNITIONS**

2018	<b>Graduate Travel Award</b> - University of Alberta, Edmonton, AB
2017	<b>Master's Recruitment Scholarship</b> - University of Alberta, Edmonton, AB
2015	<b>Grant of the Russian Foundation for the Humanities</b> , Samara, Russia
2007, 2012	<b>Young Scholar Award</b> , Samara Region Government, Russia