

1. EDUCATION

University of North Texas

Aug 2015 - May 2020

B.A.A.S. Tech Communications

B.A. English

2. SKILLS

User Research

User Interview & Survey

User Map & Journey

Usability Study

Personas

Cognitive Walkthrough

Development

HTML/CSS/JS

PHP

SQL

Bootstrap

Java

Software

MS Office

Adobe: PS, ID, Acrobat,

Illustrator

Drupal, Trello, Slack

Google Analytics & Apps

3. COURSEWORK

Advanced Technical Editing

Content Strategy

Info Design & Electronic Media

Grant & Proposal Writing

Technical Procedure & Manual

Visual Technical

Communication

Web Design & Programming

5. EXPERIENCES



The Enabler App // Marketing & Content Developer

Spring 2020, University of North Texas

Assisted in developing the content and marketing plan for a time management application.



SI Redesign // Designer

Spring 2020, Tarrant County Community College

Redesigned a logo, a document (11-page), flyers (2), and a business card for an Supplemental Instruction (SI) instructor.



N. C. M. Proposal // Content Writer

Spring 2020

Constructed a proposal to the Kings Foundation on behalf of Network of Community Ministries — a non-profit charity organization. The proposal requested funding for establishing a childcare program for low-income families so that guardians can attain familial support.



Needs Analysis // User Researcher & Content Writer

Spring 2020, McConnell Hall - UNT

Conducted a series of user research tests in order to evaluate the learning outcomes of the association's training practices. Made suggestions on effective learning objectives and training styles.



C.A.I. Web Design // Content Developer

Spring 2018

An intensive revision of the content on the Cultural Awareness International (CAI) website. Made major decisions on optimal content placement and the input/removal of content within a 7+ page site.



Assistant Student Activities Coordinator

Fall 2017 - Fall 2019

Managed the scheduling of employee-student activities and equipment. Weekly upkeep of financial transactions, meeting itineraries, etc.

6. EXTRACURRICULAR

Housing Association // Coordinator of Involvement

2018 - 2019

Oversaw 5-10 interns in the planning of housing events. Responsible for the marketing and advertising techniques of programs.

ENC Ministry

Attend weekly meetings and participated in volunteer activities for the low-income community.