

# Nicolle White

## User Experience Designer

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## PROFILE

UX Design is a realm where ideation, collaboration and problem solving can live and breathe, and these are three of my greatest motivators. As a professional with 4 years of production experience, I was always seeking out ways to streamline processes and dreaming ideas of how I could innovate the industry I worked in at the time. My current work experience would be an asset to your company because I have a natural mind for anticipating processes, and my goal is to design feasible solutions that will know success.

## EXPERIENCE

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### Document Management Representative | Fidelity Investments Canada

DEC 2019 - JUN 2020, Toronto, ON

- Processed incoming mail and faxes to a volume of 2000 to 5000 items daily
- Conducted data-entry with speed and accuracy

### Examination Assistant - Exam Material Production and Acquisition | The Pharmacy Examining Board of Canada

JUN 2017 - DEC 2019, Toronto, ON

- Conducted audit of exam materials, checking for quality, accuracy, and accountability of all confidential material
- Researched alternative workshop locations to save company costs of \$30,000 annually
- Developed pdf fillable forms for improved efficiency with applications

### Production Editor | Firefly Books

JAN 2015 - APR 2016, Richmond Hill, ON

- Managed annual calendar production from start to finish, including acquisition of photography and copywriting for twenty different calendars
- Developed a style guide to treat our cookbooks with a uniform style
- Applied basic HTML and CSS to develop select books into e-books, formatting for multiple platforms: kindle, iPad, and Kobo

## EDUCATION

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### BrainStation | Diploma Candidate, User Experience Design

SEP - DEC 2020, ONTARIO, CA

### George Brown College | Certificate, User Experience Design

OCT 2018 - APR 2019, TORONTO, ON

### Chang School of Continuing Education | Certificate, Publishing

SEP 2014 - APR 2016, TORONTO, ON

### Dalhousie University | Bachelor of Arts, Major in English

SEP 2011 - APR 2014, TORONTO, ON

## SKILLS

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Invision, Sketch, Figma, Microsoft, Adobe Suite, HTML5, CSS