

AMY NALETTE

Seasoned project manager with web & graphic design skills,
seeking a design-focused role.

SKILLS

Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Sketch, Invision, HTML/CSS, Procreate, Trello, CMS & CRM systems, Microsoft Office, Painting, Illustration

EDUCATION

B.A. SPANISH AND PROFESSIONAL WRITING

Michigan State University | 2006

- > Emphasis on writing, editing, and publishing
- > Study Abroad Program - Spain
- > National Society of Collegiate Scholars

UX DESIGN CERTIFICATE

Springboard.com | 2016

- > Developed projects under the guidance of a professional UX design mentor
- > Studied modules focused on design research methods, user testing and interviewing, design thinking and user centered design techniques

WEB DESIGN CERTIFICATE

School of the Art Institute of Chicago | 2014

- > Completed eleven courses focused on responsive design, content management systems, typography, layout, HTML, and CSS

CONTACT

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WORK EXPERIENCE

WEB DEVELOPMENT PROJECT MANAGER AND DESIGNER

Imaginary Landscape | 2015-Present

- > Designed five fully implemented websites
- > Created the concept, wireframes, and design of a custom Article Application
- > Designed marketing materials and contributed to company blog
- > Manage new website and app development based on the django platform. Work with multiple clients (MacArthur Foundation, OSF Healthcare, Communities in Schools) in a variety of industries
- > Create budgets and schedules using Workamajig, Excel
- > Develop custom project tracking systems for each client
- > Monitor and review timing on each project to improve accuracy of sales estimates
- > Participate in QA analysis and testing of final applications
- > Lead training sessions in django CMS for client content editors

SENIOR ACQUISITIONS EDITOR

Phoenix International Publications, Inc. | 2007-2015

- > Created wireframes for new company website
- > Managed the Disney Electronic, Novelty, and Stationery accounts and negotiated approvals of all stages of books
- > Oversaw more than fifty projects at a time under tight deadlines and rush requests
- > Played an integral role in helping the company win Disney's Book Licensee of the Year Award in 2012
- > Recruited and hired artists, voice talent, writers, and other contributors for projects
- > Developed and managed budgets for each title
- > Coordinated Disney art orders and maintained a database of current inventory to help reduce the cost of duplicate orders