



# Kelly Jones

UX DESIGNER

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## Profile

Passionate UX Designer committed to creating usable digital products, with a focus on user research, prototyping, and usability testing, with a proficiency in Figma and Adobe XD

## Courses

### Google UX Design Certification, Coursera

January 2022 — March 2022

## Employment History

### Business Development Manager, NASTY/CREATIVE, Brooklyn

May 2022

Collaborated with company executives to design and build sales funnels to generate leads. Built a CRM, landing pages, created free resources, and setup email automations for nurturing customer relationships.

### Entrepreneur , Electric Body, Mount Vernon

January 2019 — Present

Brought forth excellent customer service skills and a commitment to client satisfaction. Worked to create the proper tools to help clients track their fitness goals through a web app I designed and built.

### Personal Trainer, 24 Hour Fitness, Pelham

January 2017 — March 2019

Worked to give clients the necessary knowledge and tools to maintain their achievements for a lifetime. Remained flexible and adaptable to better serve my clientele. Brought forth a self-motivated attitude, committed to helping people enhance their bodies and lives.

### Office Administrator, New Life Fellowship Church, Mount Vernon, NY

September 2006 — October 2017

Implemented problem solving skills for a non-profit organization to work through employee and managerial staff issues and challenges. Efficiently handled the day to day office tasks, receiving and returning telephone calls, bookkeeping and interacting with constituents.

## Education

### Diploma, Mount Vernon High School, Mount Vernon, NY

September 1995 — June 1999

### Business Administration , Five Towns College, Dix Hills, NY

September 1999 — June 2001

## **Skills**

User Research

Prototyping

Figma

Wireframing

Usability Testing

Adobe XD