

Emily Kuntz, Digital Designer

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Summary

Resourceful Digital Designer with a Bachelor of Science in Digital Narrative and Interactive Design. Possessing over a year of experience in crafting brand style guides, designing wireframes in Figma, and launching websites on Webflow and Wordpress. Proven ability to manage multiple high-priority projects, lead client meetings, and contribute to sound design and editing. Eager to leverage expertise in UI/UX design and accessibility to create impactful digital experiences for your team.

Work Experience

Digital Designer, Fireman Creative

05/2024 - Present

- Crafted comprehensive brand style guides to cultivate a distinct brand identity and narrative.
- Developed and designed wireframes in Figma, presenting them to clients for iterative feedback and approval.
- Chaired client meetings to facilitate strategic discussions regarding website launch plans.
- Managed concurrent high-priority projects, consistently meeting all deadlines while upholding exceptional work quality.
- Organized site build plans for development within the applications Wordpress and Elementor, and directed fellow team members during build sprints.
- Spearheaded the creation, development, and successful launch of four websites utilizing the Webflow platform.

Podcast Production Team Member, *Welcomed by Design*

01/2023 - 01/2024

- Maintained an organized resource library, including an archive of episode transcripts and key terminology.

- Executed thorough research to generate and fact-check essential resource documents.
- Partnered with a team to ensure an efficient workflow and adherence to the episode production schedule.
- Analyzed and assimilated valuable knowledge pertaining to accessible and inclusive design practices.
- Contributed to the sound design and final editing of podcast episodes.

Administrative Intern/Assistant Teacher, Stem Coding Lab

05/2023 - 08/2023

- Authored and developed interactive educational guides for the Scratch programming language, subsequently implemented in classroom instruction.
 - Provided one-on-one guidance to K-12 students, facilitating classroom activities and addressing inquiries on computer science principles and coding.
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Education

University of Pittsburgh

Bachelor of Science, Digital Narrative and Interactive Design

- Completed a Minor in Information Science and a Certificate in Digital Media
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Skills

- Figma
- Wordpress
- Elemeter
- Webflow
- Conducting user and usability testing interviews
- Prototyping
- Front-end Development
- Client communication
- Accessibility Compliance
- Content Management Systems (CMS)
- Scrum
- Agile
- User Experience Design
- User Interface Design
- HTML
- CSS
- Adobe Illustrator
- Adobe Premiere
- Adobe Photoshop
- Adobe Audition