

# Juliana Hawkinson

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## EDUCATION

### Mercer University, School of Engineering

*Bachelor of Science in Technical Communication, Concentration: UI/UX*

Cumulative GPA: 3.438/4.0

Dean's List: Spring 2018, Spring 2020

**Macon, GA**  
September 2022

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## PROJECTS

[Web Design and Usability Portfolio-2022](#)

[Hometown Project](#)

[Las Guitarras Mexican Grille-Official Website](#)

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## WEB DEVELOPMENT/DESIGN

### *Starting Gate Marketing*

**October 2022-current**

- Title: Manager of Quality Control (QC), Web Developer/UX/UI
- Report to Steve Crayne, Owner
- Main point of contact for Steve's top clients
- Working with 28 clients (either current or upcoming)
- Set up categories of services in Wix bookings and categorized each type of service
- Designed Wix Bookings page- Adjust dimensions of services boxes, tabs of categories, txt, shadow, and button design to align with client's company branding
- Streamlined and enhanced the process for client intakes by converting a Google Doc intake form into a Google Form with marketing colors and logo
  - Added company colors using Color Zilla and company website
- Created a total of 6 QR codes- 3 of them are color enhancements to the original QR code for marketing purposes
- Created and updated forms through Wix Forms (so far 6 websites)-added text, phone number, and radio button fields to one of the forms
- Created Wix Lightboxes for employee's bio
- Developed presentation slideshow through Wix's Video and Image Slider Gallery
- Inserted, edited and designed FAQs in Fenway for Friesian Horses using Wix FAQ feature

### *The Nine, LLC.*

**May 2022-August 2022**

- Reported to Billy Swift, Development Director
- Addressed accessibility through alt text on each page assigned to me; last client had 25 pictures over 5 pages
- Responded and updated websites based on clients' requests through FreshDesk
- Developed 13 client's websites in 10 weeks through Caboose based on design documents from the Design Team
- Collaborated with development team on various clients' webpages through Caboose
- Learned ClickUp-project management software in 5 weeks
  - Sending tasks
  - Creating subtasks
  - Attaching images
  - Setup notifications
- Edited a webpage's SEO settings through Sublime Text Editor and using the information on Google Sheets

## HARD SKILLS

- **Wix, Wordpress, Square, Squarespace**
- **Javascript, Java, CSS, HTML, Python**