



09/26/1991

Contact



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3315 W 188th St,
Torrance, CA,
90504

Skills

- ✓ WordPress
- ✓ Website Maintenance and Troubleshooting
- ✓ HTML, CSS
- ✓ Bootstrap Framework
- ✓ Responsive Web Design
- ✓ Git, GitHub
- ✓ Graphic Design
- ✓ Adobe XD, Photoshop and Illustrator
- ✓ Gravit Designer, Gimp, Inkscape
- ✓ WHMCS, cPanel
- ✓ Knowledge of warehouse and transportation operations
- ✓ Good logistics skills and mindset
- ✓ Complex Problem-solving
- ✓ Accounting, QuickBooks, Wave

Education

University of Szeged

Hungary, 2010-2014

Bachelor of Science Technology Management. Graduated: June 2018

Certificate

FreshWeb Solutions Kft

Hungary, 2016-2017

Certificated Graphic and Web Designer

Melinda Jeszenka

Graphic and Web Designer

Profile

Detail-oriented, organized, and meticulous employee. Works at fast pace to meet tight deadlines. Enthusiastic team player ready to contribute to company success. Organized and dependable candidate successful at managing multiple priorities with a positive attitude.

Experience

UI Designer

2022 may-2022 sept

- ✓ Designing Front-End Mockup Screens for Web Apps

Freelancer Graphic and Web Designer

2017-Currently

- ✓ Building responsive websites and web stores using WordPress
- ✓ Designing logos
- ✓ Website Maintenance
- ✓ Uploading and maintaining files on account

Web Designer

Hostica.com, Torrance, CA, USA, 2020-2021

- ✓ Building responsive websites and web stores using WordPress
- ✓ Designing logos
- ✓ Website Maintenance
- ✓ Uploading and maintaining files on account
- ✓ In addition to these: occasional accounting work

Logistics Assistant

Sole-Mizo Zrt, Hungary, 2010-2015

- ✓ Shipment planning and scheduling
- ✓ Following up with shippers to make sure the shipment is on schedule
- ✓ Manage daily report and process shipping documentation
- ✓ Problem solving process regarding product shipping and receiving
- ✓ Processing on average 20-30 pick-ups daily for shipment
- ✓ Data processing of daily shipments
- ✓ Adding data into a centralized database
- ✓ Manually creating shipments, assigning carriers, and dispatching shipments
- ✓ Billing to the carriers through collaboration with the accounting department
- ✓ Generating documentation and information required for shipments
- ✓ Coordinating with warehouse workers regarding the shipping of products