

# Teyon Ellis

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Creative Professional passionate about crafting intuitive and innovative digital products. Focused on collaborative and strategic approaches to driving transformative projects and elevating user experience and interaction design standards on cross-functional teams.

## Professional Experience

### Advanced Management Strategies Group

05/2022 - 10/2022

### Administrative Specialist

- Led initiatives that enhanced efficiency by 20% and optimized processing for 4,000+ refugee cases. I fostered collaborative team environments and utilized qualitative and quantitative analysis to anticipate and resolve conflicting directives effectively.

### Xator Corporation

08/2021 - 04/2022

### Operations Support Specialist

- Improved organizational responsiveness through efficient correspondence management, streamlining intake and outtake, and inventory processes, ensuring accurate data entry and reporting. Served as a vital liaison, ensuring transparent communication and results.

### Ameripark

08/2021 - 04/2022

### Supervisor

- Directed daily operations, fostering teamwork and professionalism. Enhanced user experiences by enforcing safety protocols and efficiently addressed daily inquiries. Implemented streamlined processes using performance metrics to improve efficiency.

## Recent Projects

### Spendflow | Personal Project

05/2023 - 07/2023

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### Product Designer

- Produced a 0 to 1 fintech application design and prototype informed by user research aimed at effectively equipping users with user-centric financial features.
- Constructed innovative user flows and essential features leveraging AI based on user feedback, driving a 50% improvement on initial user testing scores.
- Implemented user-centric design methods and principles to effectively iterate and improve existing market features for an increased user satisfaction.

### Executive Stays | Volunteer Project

10/2022 - 02/2023

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### Product Designer

- Strategically crafted a modern travel booking mobile design, garnering an 80% preference rate among testers.
- Analyzed research data to developed wireframes addressing common usability concerns within the market identified in competitive analysis.
- Managed product design and ensured branding cohesion to satisfy client.

## Education

### Product Management Professional

IBM · Expected June 2024

### UX/UI Designer Certification

DesignLab Academy · 2024

### UX/UI Design Foundations Certification

DesignLab Academy · 2022

## Skills

### Technical:

Product Management, Product Strategy, User Interface Design, User Experience Design, Prototyping, Wireframes, Mockups, Information Architecture, User Research, Usability Testing, Responsive Design, Accessibility Design, User Centric Design, User Flows, User Journeys, Data Analysis, Road Mapping, A/B Testing

### Software:

Figma, Framer, Notion, Adobe Suite, Google, Suite, Microsoft Suite, Miro, Trello, Mural, Jira, Useberry, Azure DevOps Boards, Asana, Slack, Loom, Monday

### Soft:

Leadership, Collaboration, Problem-Solving, Organization, Adaptability, Critical Thinking, Creative Thinking, Continuous Learning, Attention to Detail, Communication