

Lindsey Jordan

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PROFESSIONAL SUMMARY

Creative Designer with over 20+ years of experience facilitating and supporting human-centered interactions across complex systems and software. Adept at transforming business requirements into intuitive user interfaces while ensuring seamless functionality. Proven ability to deliver measurable outcomes through enhanced user engagement, improved system usability, and successful project completion in both corporate and educational settings.

TECHNICAL PROFILE

Design & Prototyping: Figma, Proto.io, Axure, InVision, Sketch, Balsamiq, Adobe XD

Development & Tools: HTML, CSS, JavaScript, APIs, GitHub, Visual Basic, SharePoint, Drupal

Agile & Project Management: Scrum, Jira, Confluence, Azure, HubSpot

Creative Suite: Adobe Creative Cloud (Photoshop, InDesign, After Effects, Acrobat), Adobe Acrobat

Additional Skills: Branding, Digital Marketing, Usability Testing, Mockups, Data Analysis

WORK HISTORY

Designer and Creative Developer

Bivines Group LLC | Atlanta, GA | 05/2025 – present

- Spearhead the design and development of web applications, boosting client satisfaction by 40% through data-driven improvements in user interfaces.
- Direct a team of designers and developers, managing the end-to-end lifecycle of client projects, which increased on-time delivery by 35%.
- Create and launch comprehensive social media campaigns that resulted in a 20% increase in customer engagement and 15% growth in sales for key clients.
- Implement Agile methodologies to adapt quickly to client feedback, reducing project delivery timelines by 25%.
- Conduct stakeholder requirements-gathering sessions, achieving alignment with client business goals and a 25% improvement in project completion rates.

Web Technology Specialist & Graphic Designer

United States National Science Foundation (NSF) | Federal Contractor | 02/2023 – 04/2025

- Designed and produced high-impact visual assets, including congressional covers and research journal visuals, contributing to the increased visibility and professional presentation of NSF publications.
- Collaborated with the NSF Publication team to review and quality assure (QA) research journals, identifying and correcting publication errors and increasing accuracy by 15%.
- Managed the end-to-end production of various NSF publications, ensuring timely delivery and adherence to federal standards, which improved workflow efficiency by 20%.
- Provided design expertise for publications, integrating cutting-edge design trends and maintaining a consistent visual language across all NSF publications, resulting in a 25% improvement in stakeholder satisfaction.
- Engaged in cross-departmental collaboration to develop visual storytelling techniques that enhanced the communication of complex scientific research to broader audiences, contributing to improved engagement from congressional and public audiences.
- Ensured all design and publication deliverables met NSF's standards for clarity, precision, and accuracy, minimizing reworks by 15% through rigorous QA processes.

UI/UX Designer

Trevital LLC | Remote | 03/2022 – 02/2023

- Developed and optimized UI features for a SaaS platform, resulting in a 25% increase in user engagement through research-backed design improvements.
- Collaborated with cross-functional teams to implement user-centered designs, reducing development time by 15% with clear task breakdowns and accurate sizing estimates.
- Conducted live usability testing, enhancing design accuracy and reducing post-launch issues by 20%.
- Designed interactive wireframes and prototypes that aligned with business objectives, improving stakeholder approval rates by 30%.
- Led the creation of style guides and design systems, ensuring brand consistency and scalability across multiple platforms.

Applications Developer

Atlanta Public Schools | Atlanta, GA | 07/2020 – 03/2021

- Develop and deploy custom web-based applications and data dashboards that improve district-level reporting accuracy by 32%, streamlining performance tracking for instructional and administrative departments.
- Collaborate with curriculum teams and IT stakeholders to integrate third-party APIs and tools into student information systems (SIS), reducing manual data entry tasks by over 40 hours per month.

- Build and maintain secure back-end databases supporting district transportation, nutrition, and HR systems, improving data retrieval speed by 47% and reducing downtime for staff during peak access periods.
- Optimize legacy applications by refactoring outdated codebases using modern frameworks (.NET Core, Angular, or React), cutting system errors by 28% and improving page load speeds across platforms.
- Conduct code reviews, version control (Git), and QA testing to ensure compliance with state and federal education technology standards (FERPA, WCAG 2.1, etc.).
- Implement SSO and role-based access controls across enterprise web systems, enhancing security posture and reducing unauthorized access incidents by over 60%.
- Coordinate cross-departmental feature requests for internal workflow automation tools, reducing paper-based processes by 70% across maintenance and procurement teams.
- Provide technical training and documentation for non-technical staff on how to use custom applications, resulting in 95% support ticket reduction within 6 months post-deployment.
- Lead system audits and accessibility reviews for public-facing district websites, ensuring compliance with Section 508 and WCAG requirements across all digital platforms.

Sr. Web & UI/UX Designer

Atlanta Public Schools | Atlanta, GA | 07/2012 – 06/2020

- Led a district-wide UI/UX redesign initiative for intranet and internet portals, increasing user satisfaction by 56% within the first year.
- Managed SharePoint platforms for 110 schools and 60+ district offices, increasing district-wide use by 35% through regular training and support.
- Produced interactive instructional modules and digital content, which resulted in a 45% improvement in staff engagement with e-learning platforms.
- Directed the design and development of branding for district web platforms, leading to 15% improved stakeholder approval on visual assets and UX flows.
- Spearheaded the creation of 360° VR simulations for classroom mockups, contributing to 20% higher adoption of 21st-century technology in classrooms.

E-Learning Specialist

Atlanta Public Schools | 05/2005 – 07/2012

- Led the deployment of interactive whiteboard technologies and district-wide podcasting initiatives, improving instructional outcomes by 35%.
- Managed the installation of multimedia content servers and the integration of CMS for over 100 schools, reducing content management time by 25%.

- Developed multimedia educational content that increased student engagement by 30%, focusing on technology integration and digital media.
- Trained over 1,200 educators on digital learning tools, leading to 40% improved adoption rates across the district.
- Developed the award-winning “Language Acquisition for Digital Age Students” initiative, resulting in a 50% increase in engagement from ESOL students.

EDUCATION

Master’s of Education – Instructional Technology | American InterContinental University, Atlanta, GA
| March 2005

Bachelor of Arts – Graphic Design | Clark Atlanta University, Atlanta, GA | March 1999

AFFILIATIONS

AIGA (American Institute of Graphic Arts) | Member Since August 2015

- Participates in annual reviews of design trends and emerging technologies.

National Association of Photoshop Professionals (NAPP) | Member Since May 2015

- Engages in creative resources and networks with design professionals to stay at the forefront of the industry.

CERTIFICATIONS

ITIL v3 – PeopleCert | October 2018 – Present