

SKY KNIGHT

UI/UX Professional

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PERSONAL PROFILE

Ex: Aspiring UX professional with hands-on internship experience at ADP in UI design, usability testing, and digital workflow optimization. Adept at cross-functional collaboration, bridging technical requirements and user needs to deliver intuitive, accessible digital experiences. Skilled in redesigning complex portals, mapping user workflows, and elevating product usability through user-centered design principles.

NOTE: A Personal Profile is a 3-4 sentence snapshot of your resume and experience. It is an opportunity to share your education, hard and soft skills, and interest in a company at the beginning of your resume. Be sure to write your personal profile in the 3rd person, and avoid personal pronouns.

EDUCATION

Rutgers University, School of Communication and Information

New Brunswick, NJ

Master of Information; Concentration: Human-Computer Interaction

May 2028

Bachelor of Arts in Information Technology and Informatics

GPA: 4.0

May 2026

Relevant Courses: User-Centered Design, HCI Foundations

NOTE: You can also include your GPA (if above 3.0), academic awards, certificates, and minors in this section. Leave off your high school information. You can include TIAA certifications here as well.

SKILLS

Technical: Figma, Adobe XD, Miro, Balsamiq, Jira, Git/GitHub, VS Code, Qualtrics, HTML5, CSS3/SASS, JavaScript (ES6+)

Languages: French (Bilingual)

NOTE: This section should be reserved for your technical skills and knowledge, not personal attributes such as hardworking, motivated, etc., or skills such as analytical, planning, or interpersonal. Include computer, language, certifications/licenses, laboratory, graphic design, and social media, if related.

RELATED EXPERIENCE

UX Design Intern, ADP, Parsippany, NJ

October 2025-Present

- **Collaborated** with cross-functional product and engineering teams to audit and redesign internal portal workflows, improving system navigation and interface consistency.
- **Conducted** quantitative salary and market data visualizations, transforming complex payroll structures into intuitive, actionable user dashboards.
- **Improved** user retention and task completion efficiency by 40% through the end-to-end design and usability testing of a streamlined digital onboarding tool and mentorship platform.

NOTE: The experience section can include all experiences relevant to the position, organization, or industry regardless of whether they are **paid or unpaid** (i.e. work experience, volunteer opportunities, internships, professional association/club involvement, leadership/on campus roles, community leadership). You do not need to list every task that you have completed within a role, but focus on the most important tasks and accomplishments related to the job you are applying to. Set up your bullet points in this way: **Action Verb + what you did+ how you did it + what the results were.** And **focus on accomplishments** like times when you were promoted, streamlined a process, or demonstrated effective leadership or management. Always include the organization, title, dates worked, and location. The activities and volunteer section should be formatted in the same way as the experience section, but should sell the transferable skills from those experiences to your industry of interest.