

# FUAJIA AMIN

## EDUCATION

**Design for Social Impact, Master of Arts, Dec 2015**  
The University of the Arts, Philadelphia, PA

**Industrial Design, Bachelor of Science, May 2012**  
Virginia Tech, Blacksburg, VA

## PROFESSIONAL ACCOMPLISHMENTS

### DESIGN

- Designed training material and presentations for new employees following company brand style
- Counseled entrepreneurs in an incubator program focused on improving city life by using design research methods to help them reach their goals, and by designing and facilitating workshops with their targeted audience
- Used design process to discover pain points in organizations, collaborated with them to help them connect with users, and designed new tools to improve their programs
- Designed materials for entrepreneurs such as logos and wireframes to help solidify their businesses
- Created infographics based on client data to help improve programs for entrepreneurs
- Developed promotional material such as posters and handouts to help engage event participants

### MANAGEMENT AND LEADERSHIP

- Managed a team of over 50 employees to successfully complete 500 to 600 orders a week
- Created presentations on team building and best standard operating procedures and scaled ideas to team of 15 managers
- Developed activities and challenges to boost team morale and help them grow in their roles
- Interviewed and hired over 20 employees resulting in an increase in orders completed weekly
- Planned annual large scale fundraising event including designing promotional material, reaching out to donors and booking entertainers and photographers
- Mentored teen leader assistants in leading after school program activities
- Facilitated international student orientations and mentored new students in their first year

### TRAINING AND DEVELOPMENT

- Trained new employees on their job duties and on embodying company core values
- Trained and coached team to have excellent customer service skills, and to shop effectively and efficiently
- Analyzed daily and weekly store metrics and developed methods to meet company metric goals
- Developed a trusting relationship with third party retailers through consistent communication
- Implemented design thinking programs in Kindergarten to 12th grade by developing visual and educational material and putting them together in design kits
- Implemented creative after school programs at recreation centers for children ages 5 to 13
- Led an after school program at a library to help increase literacy in children ages 5 to 15
- Provided homework help and developed fun STEAM related activities for children ages 5 to 15

## WORK HISTORY

**Shift Lead** | Instacart, *King of Prussia, Jul 2019-Feb 2021*

**Trainer** | Instacart, *King of Prussia, Jun-Jul 2019*

**Shopper** | Instacart, *King of Prussia, Apr 2018-Jul 2019*

**After School Leader** | Free Library of Philadelphia, *Philadelphia, Aug 2017-Jul 2019*

**Design Assistant** | Corzo Center for the Creative Economy, *Philadelphia, Jan 2015-Dec 2018*

**Design Fellow** | Corzo Center for the Creative Economy, *Philadelphia, Aug 2015*

**Program Associate** | Compete 360, *Philadelphia, Sep 2016-Jan 2017*

**Recreation Specialty Instructor** | Philadelphia Parks and Recreation, *Philadelphia, Nov 2015-Dec 2016*

**Office Assistant, Peer Mentor and Orientation Leader** | UArts International Student Services, *Philadelphia, Sep 2013-Aug 2015*

**Design Consultant** | Various Companies, *Philadelphia, Sep 2013-Dec 2014*

## SKILLS

Adobe Creative Suite  
Microsoft Office  
Creating Presentations  
Presenting  
Design Research  
Workshop Design  
Team Management

Training  
Facilitating  
Sketching and rendering  
Prototyping  
Interviewing  
Documentation  
Proofreading

### Languages

French - Near native  
Spanish - Basic communication

## HOBBIES & INTERESTS

Cuisine | Dance | Art | Literature