

SUMMARY OF QUALIFICATIONS

- Over **5 years** of experience working in both team-based and independent capacities
- Outstanding work ethic and excellent organizational skills
- Launched the successful and ongoing “Movin’ Maven” campaign in conjunction with TheSuburban
- The launch of the VIP Remote Canada website in both English and French
- PCQ Candidate had a strong 2nd place in a historic Liberal stronghold
- Bilingual (**English & French**)

EDUCATION

Bachelor of Commerce (Business Technology Management) Concordia University, Montreal, Quebec	2024 – 2028
UX/UI Design Certificate University of Toronto, School of Continuing Studies, Toronto, Ontario	2023
Basic Marketing Series Certificate Learning Without Scars, Online Certificate Program	2022
Triple Threat Performing Arts Diploma Randolph College for the Performing Arts, Toronto, Ontario	2020 – 2021
Double Diploma of College Studies (Social Science & Classical Voice) Vanier College, Montreal, Quebec	2018 – 2019

WORK EXPERIENCE

Web Developer & Marketing Consultant Murry Transport, Montreal, Quebec & Toronto, Ontario	2017 – Current
<ul style="list-style-type: none">• Conceived, designed and developed the company website in 3 months• Managed multiple social media accounts to promote the business• Completed daily administrative tasks, maintained filing systems and provided proactive support• Resolved customer inquiries, complaints, and issues promptly and effectively	
User Interface Designer VIP Remote Health Canada, Montreal, Quebec	2023
<ul style="list-style-type: none">• Conceived, designed and developed a new company website, both desktop and mobile versions, in 6 months• Project Management: Directed all client meetings, set and surpassed deadlines and objectives	
Assistant Campaign Manager PCQ Candidate D’Arcy McGee, Montreal, Quebec	2022
<ul style="list-style-type: none">• Daily planning, sourcing and executing of traditional and social media campaigns• Coordinated directly with the Montreal caucus to design and implement a strategy to best promote their platform	

COMPUTER SKILLS UX/UI Design, Figma, Miro, HTML, CSS, Video Editing, Wix

OTHER ACTIVITIES AND INTERESTS

- **Performing Arts:** Currently a working actor/singer based out of Toronto & Montreal
- **Musician:** Proficient in multiple instruments — piano, guitar & saxophone

Connect with me on LinkedIn at: <https://www.linkedin.com/in/kaylah-langburt-b1312b1b9/>