# Livia Taslim

+65 8768 4123 liviataslim@gmail.com Race: Chinese **liviataslim.xyz** (portfolio)

## Experienced Visual Designer with a Computer Science Background

Education

2020 - 2022

Bachelor's in Computer Science & Web Communication

Murdoch University

2016 - 2019

Diploma in Visual Communications and Media Design

Singapore Polytechnic

#### Experience

#### Senior Media Designer & Videographer

Charles & Keith Group, PEDRO · June 2022 - present

- Department Leadership: Established and led a new department dedicated to end-to-end editorial content production for all brand-wide video projects.
- UI/UX Design Support: Contributed as an interim UI/UX designer, collaborating with crossfunctional teams to conduct research and enhance mobile website experiences for improved user engagement.
- Project Management: Solely managed all video department projects from inception to execution, coordinating cross-functional collaboration with creative, brand communications, marketing, social media, and photography teams.
- Vendor & Equipment Management: Fostered strong partnerships with external vendors through
  clear project briefs and active collaboration to ensure timely project execution. Oversaw
  video production equipment, including lighting, sound systems, and rigging, by implementing
  proactive maintenance and repairs to prevent operational disruptions.
- Workflow Optimisation: Implemented a structured workflow covering budgeting, planning, editing, and delivery to streamline video project execution.

### Graphic and Media Designer

Charles & Keith Group, PEDRO · June 2019 - June 2022

- Brand Identity Development: Led the creation of the brand identity for rePEDRO's sustainability line and special anniversary collections, including MMXX, ALTITUDE, and TECTONIC exclusives.
- Cross-Functional Collaboration: Worked closely with visual merchandising, merchandise
  planning, store operations, and e-commerce IT teams to translate user objectives into refined,
  purposeful design solutions across all brand touchpoints, including print, in-store displays, and
  digital platforms.
- Brand Consistency: Established and maintained a cohesive visual style across local and international platforms, ensuring all designs and brand materials aligned with the core brand strategy for a unified brand presence.

#### Graphic and Website Designer

Sports+Travel · Apr 2019 - May 2019

- Email Marketing Integration: Initiated and implemented the MailChimp API for the company's first email database, enabling streamlined communication and marketing automation.
- Marketing Collateral Design & SOP Creation: Designed marketing materials and developed a
  comprehensive SOP for online and offline content creation, including advertorials, EDMs, media
  kits, and web banners.

Key Skillsets	Adobe Creative Suite	Languages	English	— fluent
	Adobe Photoshop		Bahasa Indonesia — native	
	Adobe XD, Figma		Chinese	— elementary
	Microsoft Office		French	<ul><li>basic</li></ul>
	Microsoft Project			
	Sharepoint, Trello			
	SAP Concur		C, C++, Java, HTML, CSS, JavaScript	