

# Jay Khan

<https://jaykhan.xyz> | [jaykhan.sound@gmail.com](mailto:jaykhan.sound@gmail.com)

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## SUMMARY

Writer and designer with over 7 years of experience in creating visually compelling marketing material for websites, social media, and email.

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## WORK EXPERIENCE

### Web Designer and Copywriter | Freelance

Ottawa, ON | May 2021 - Present

- Writing copy and designing sales pages, landing pages and marketing sites
- Working closely with marketing teams, developers and stakeholders
- Generating AI art using Mid Journey to create custom design styles

### Functional Quality Assurance Tester | Keywords Studio

Montreal, QC | Jan 2020 - Aug 2021

- Tested video games on different platforms like PC, PS5, XBOX
- Worked in large and small teams, coordinating tasks and in-game missions
- Wrote bug reports in Jira with video and image attachments

### UI/UX Designer | Scribendi

Montreal, QC | Sep 2018 - Nov 2019

- Created Persona Maps and wrote copy for sales pages
- Worked on web design which services over 2000 monthly customers
- Created educational video content with over 500,000 views on Youtube

### Digital Print Analyst | CMHC/Xerox

Ottawa, ON | Feb 2018 - Aug 2018 (contract)

- Proofread all print and digital material for quality assurance
- Entered data into SAP database for archiving, invoicing, and digitization

### Graphic Designer | Rampart Corp

Ottawa, ON | Apr 2017 - Oct 2017 (temporary)

- Wrote copy for social media, web and print which increased engagement
- Worked closely with the marketing, team, and stakeholders
- Created social media content to promote new products and services

### Graphic Designer | In Air Marketing

Ottawa, ON | Aug 2016 - Apr 2017

- Wrote copy for video, web content for over 500 small businesses in various industries
- Created video advertisements displayed in medical waiting rooms increasing visibility

### **Graphic Designer | Print Three Ottawa**

*Ottawa, ON | Dec 2015 - Jun 2016 (temporary)*

- Wrote copy for advertisements, posters, and marketing material for web and print
- Created design material based on client requirements for web, print and social media

### **Graphic Designer | The Community Network**

*Ottawa, ON | Mar 2014 - Jun 2015*

- Wrote copy for video content and branding material for over 500 small businesses
- Worked closely with graphic designers, and marketing teams
- Created video advertisements for medical waiting room screens

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## **LANGUAGES**

- English (fluent)
- French (beginner reading)
- Urdu (conversational)

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## **SKILLS**

- Graphic Design
- Web design
- Copywriting
- Prompt Engineering

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## **SOFTWARE**

- HTML/CSS/JS
- Photoshop
- Illustrator
- Figma
- Mid Journey
- Notion
- NextJS
- TailwindCSS
- WordPress
- Framer

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## **EDUCATION**

### **Carleton University**

Bachelor of Information Technology  
Interactive Multimedia and Design  
*Sep 2007 - April 2012*

### **Algonquin College**

Associates Degree  
Interactive Multimedia and Design  
*Sep 2007 - April 2011*