

Michelle Liebheit

Front-end web developer & web designer making the web a better place site by site.

GitHub: [miliberlin](#)
LinkedIn: [Michelle Liebheit](#)
www.michelleliebheit.com

EXPERIENCE

GOYOH, Tokyo — Content Manager

JANUARY 2019 - AUGUST 2019

- web design for [company homepage](#) and blog [GOYOH Essentials](#)
- content creation & management via Wordpress of multiple websites
- web store management via *WooCommerce*
- customer support via mail, phone & chat (*Intercom*)

TRAVEL HOKKAIDO, Sapporo — Web & Media Support

JULY 2018 - SEPTEMBER 2018

- web design of [company homepage](#) in *WordPress*
- content creation for company website & social media
- creating and researching new tours
- photography and photo editing

MICHELLE LIEBHEIT VIRTUAL ASSISTANT, (remote) — Personal Assistant

MAY 2018 - PRESENT

- web admin support
- web design (example: [Am Brunnen](#))
- content creation for web & social media
- photography and photo editing

HUMBOLDT UNIVERSITY OF BERLIN, Berlin — Student Assistant

OCTOBER 2016 - SEPTEMBER 2017

- content management via *Contao* for database on Mori Ogai ("[Ogai Portal](#)")
- academic research and administrative work

FURTHER PROJECTS

Portfolio Page — Developer

NOVEMBER 2019

- personal portfolio page presenting past projects
www.michelleliebheit.com

TECHNICAL SKILLS

Web Development:
HTML, CSS, basic JavaScript,
Bootstrap, Git/GitHub

Tools:
Adobe XD, Photoshop,
Microsoft Office, G Suite,
Asana, Trello, Slack, Evernote

CMS:
Wordpress

LANGUAGES

German (native)
English (business level)
Japanese (JLPT N2)

CURRENT VISA

Specialist in Humanities
(04/2022)

EDUCATION

Udacity, online — *Front-End Web Developer Nanodegree*

OCTOBER 2019 - PRESENT

Intermediate course on HTML, CSS and JavaScript.

freeCodeCamp, online — *Responsive Web Design with HTML & CSS*

AUGUST 2019 - SEPTEMBER 2019

Introduction course to responsive web design utilizing flexbox and CSS grid.

Free University of Berlin, Berlin — *Master of Art "Japanese Studies"*

OCTOBER 2015 - APRIL 2018

Focus on Japanese politics and social science.

Ritsumeikan University, Kyoto — *Study in Kyoto Program*

AUGUST 2013 - SEPTEMBER 2014

Study of Japanese language and social science.

Humboldt University of Berlin, Berlin — *Bachelor of Arts "Asian & African Studies"*

OCTOBER 2011 - SEPTEMBER 2015

Focus on Japanese culture & society.

PERSONAL SKILLS

Communication

I am confident in written as well as verbal communication.

Moreover, I am a good listener and appreciate receiving advice/feedback from others.

Teamwork

I love working and collaborating with others to create great products. I am familiar with various tools to make collaborative work as efficient as possible.

Planning & Organising

I am able to reliably manage multiple tasks at the same time and stay on track with my work.

Solving Problems

I am very detail-oriented person that oftentimes can bring a new perspective on existing issues.

HOBBIES

Black & white film photography, running, cooking, hiking.