Dominic Grimaldi

UX Writer - Website

Decatur, GA
(678) 633-7487
dominicgrimaldi1738@gmail.com

EXPERIENCE

Ascend Learning, Remote — *Associate Test Developer*
January 2025– Present

- Coordinate and lead meetings with SMEs, transcribe content, and navigate an internal database, ensuring test requirements are met.
- Created and maintained assessments to specification while meeting deadlines and coordinating with cross-functional teams, including psychometrics, SMEs, media development, and project management.
- Coordinate with IT to create, test, and release new features, prevent incidents, and troubleshoot issues.

Invisible People TV, Remote — *Freelance Contributor*
May 2024 - January 2025

- Draft, edit, and execute 900-word articles monthly on news in the unhoused sector.
- Written 6 articles, 2 are published and featured in the company's weekly news roundup on X, LinkedIn, Facebook, and Twitter
- https://invisiblepeople.tv/author/dominic-grimaldi/

LURe Journal, Carrollton GA — *Content Editor*
January 2022 - December 2022

- Acquired and edited 10 documents to publish in the 2022 issue of LURe Journal.
- Drafted content, edited copy, and proofread assigned undergraduate research projects.
- Collaborated with students and stakeholders to deliver detailed feedback on projects.
- Edited 2 manuscripts on a weekly basis, determined eligibility for the journal via local style guide, AP Stylebook, and Chicago Manual of Style.
- https://lurejournal.com

University of West Georgia Writing Center, Carrollton GA — *Writing Consultant*
August 2021 - December 2022

- Collaborated with students to meet goals in brainstorming, editing, proofreading, research, and analysis of manuscripts.
- Developed goal statements with stakeholders to determine plans and metrics to increase student engagement and success.
- https://www.westga.edu.writing/

SKILLS

UX Writing
UX Research
UX Design
Figma
Business Analysis
Editing
Copyediting
Developmental Editing
Cross-Functional Team Leadership
Technical Documentation
Collaboration
Content Strategy
Design and Product
Interactive Design Writing
Microcopy
Graphic Design
Business Communication

AWARDS

President's List: Fall 2020 – December 2022

Ingram Scholar (3.75 GPA): Fall 2020 – December 2022

Best Philosophy Minor (1 of 200): Spring 2022

George W. Walker Scholarship (1 of 2, 400 eligible): Spring 2022

CERTIFICATES

Graphic Design: Coursera / September 2024– Present

EDUCATION

University of West Georgia, Carrollton GA — *BA, English*

August 2019 - December 2022

- Graduated *summa cum laude* / Honors Research Distinction / **GPA: 3.94**
- Certificate of Publishing and Editing
- Emerge West Leadership Program / Fall 2019 – Spring 2020

PROJECTS

UX Writing Challenge — *15 Figma Mockups and User-focused messages*

A challenge to help new and experienced UX writers improve their design and writing skills. A daily prompt was sent detailing a user scenario and giving a character limit for potential solutions.

UX Design: Google / November 2024 – January 2025

Introduction to Technical Writing: Coursera / August 2024 – Present

Fundamentals of Data Analysis: Google / September 2024 – Present