#### FEI'S USER MANUAL: HOW TO WORK WITH ME



#### Put me anywhere, I'll adapt & thrive.

Grew up in HK, lived in the U.K., Singapore, Denmark & U.S.

# Not your typical designer! 🔎 🦺

Copenhagen Institute of Interaction Design trained Interaction & Service Designer, with 4+ years legal practice experience working in fast-paced environments

#### Conditions I like to work in

**Quiet environment.** Otherwise I'll need my music to keep me focused

**Both digital & physical mediums.** Paper, post-its, in addition to screen time.

Stand-ups & standing desks.

**Change of scene** - once in a while, to work in different places to inspire new mindsets

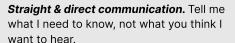
## Times/hours I like to work

**Early bird.** You'll generally find me in the office between 09:00 and 18:00.

**Switch off.** I try not to respond to e-mails during off-hours and do not expect you to, unless it's an emergency.

**Multi-tasking is a fallacy.** I prefer not to be interrupted when in deep work. But if we schedule in advance, I'm almost always available.

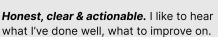
## Best ways to communicate with me



**Be succinct.** I like headings, bullet points to prose. Visuals are great to better understanding & bring a story to life.

Diminishing order of preference: Face-to-face  $\rightarrow$  Slack  $\rightarrow$  Call  $\rightarrow$  E-mail  $\rightarrow$  WhatsApp

#### Ways I like to receive feedback 💝



**Constructive.** If feedback is not immediate, please give examples. Expect me to ask questions to better understand your feedback & to explore with you how I can do things differently or better.

**Support.** I'm self-critical, so if you feel I've done a good job, please tell me ⊖

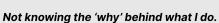
## Things I need 🤚

**Progress, no matter how small.** It keeps me motivated & challenged!

Feel trusted & be given responsibility. I give my 100% to all that I do & I hold myself accountable.

**Positivity.** I tend to absorb the energy around me, so I love working with people who are positive, motivated & passionate about their work.

#### Things I struggle with 🤢



Saying no & set boundaries. Improving!

I find it hard to engage with enthusiasm.

**Small talk.** I love getting to know people, having deep meaningful conversations.

Unnecessary hierarchy or process.

Gossip, rudeness, disrespectful behaviour.

# Things I love 🙂

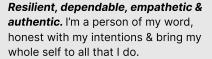
Research & data. To justify decisions.

**Build, test, repeat.** We get better by doing & trying. It's better to take action quickly, learn from the experience than to do nothing.

**Lifelong learning.** We never know it all. Choose to see the world through open lens, learn the full scope of what there is to know.

Kindness.

#### Other things to know about me 🗲



Critical thinker & self-reflect A LOT.

**Always of high integrity.** A believer in doing the right thing, even if nobody's watching.

**INFP.** Myer-Briggs has its flaws, but it's quite an accurate description of me.

#### Value to the team 💎

**Hybrid designer.** Experienced in design research, UX design, service design.

## Project & stakeholder management.

Lead & manage cross-functional teams to deliver on project goals. Anticipate issues, execute iteratively.

**Count on me** to take ownership, actively listen & always keep an open mind.

**Committed** to becoming kinder & wiser, to live the best version of myself.