



GOVINDAMODAK

ASSISTANT MANAGER

CONTACT

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📍 Rly. Goal market B.S.city-10

EDUCATION

2020-2022

SURYAMAL THAKUR INTER COLLEGE

- I.sc

2022-2023

A.V.CGI ANIAMTION

- Graphic design & motion graphics
- 2d animation & color grading

SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Effective Communication
- Computer skills like design ,excel,word other editing softwares

LANGUAGES

- Hindi (Fluent)
- Bengalj (Basics)
- English (Basics)

PROFILE

Hey I'm govinda modak, basically I'm professionally a graphics designer and editor and I have some work experiences and right now my last job role was assistant man

WORK EXPERIENCE

Freelancing

2022- PRESENT

Graphic designer & motion graphics editor

- Creates visual concepts, layouts, and designs for various media (print, digital) to communicate ideas, enhance brands, and captivate audiences,
- Using software like Adobe Creative Suite to develop logos, websites, marketing materials, and more, while collaborating with teams and managing projects from concept to final execution

Jharkhand Steel Industries

2023 - 2025

Assistant Manager

- Supports senior management by overseeing daily operations, supervising staff, handling administrative tasks,
- Managing inventory, and ensuring excellent customer service, acting as a bridge between employees and upper management.

S.S.V School

2020 - 2023

Math's & science teacher

- Plans, prepares, and delivers engaging lessons to develop students' theoretical and applied skills, fostering critical thinking in STEM subjects.