

# MOHAMED JASA UL HAQ

Graphic Designer | IT Support Officer | UI&UX Designer

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## PROFESSIONAL SUMMARY

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### IT Support Officer cum Graphic Designer

Highly versatile and enthusiastic professional with expertise across **IT Support**, **Network Administration**, **Software Development**, and **Graphic/UI/UX Design**. Proven ability to manage technical infrastructure and deliver high-impact digital and print design solutions. Adept at rapid learning, problem-solving, and adapting to diverse work environments. Seeking a challenging, cross-functional role to leverage technical and creative skills, ensuring seamless IT operations while driving engaging visual communications.

## SKILLS

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**IT & NETWORKING:** IT Support, Network Administration, Server Configuration (W16), Switching & Routing, Network Troubleshooting, LAN Infrastructure, Network Performance Monitoring, System Repair.

**SOFTWARE DEVELOPMENT:** HTML, JavaScript (JS), PHP, .NET Framework, Application Development, Web Development, MSSQL, MySQL, SEO (Search Engine Optimization).

**GRAPHIC & UI/UX DESIGN:** Adobe Creative Suite (Photoshop, Illustrator, InDesign, XD), Canva and Figma, Print Media Design, Digital Media, Branding, UI/UX Design Concepts.

**LANGUAGES:** Tamil (Native/Fluent), English (Fluent), Sinhala (Basic/Conversational), Malayalam (Conversational), Hindi (Basic)

**OTHERS:** Microsoft Office Suites & 365

## WORK EXPERIENCE

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### Graphic Designer

Al Fajer Information and Services LLC, Dubai, UAE | Jan 2023 – Present

- Designed engaging presentations and slide decks for internal teams and external client pitches.
- Executed all visual design stages from original concept to final hand-off to engineering or print production.
- Coordinated with external vendors, including printers and photographers, to ensure high-quality production and final output.
- Expertly utilized Adobe Creative Suite (Photoshop, Illustrator, InDesign, XD), Canva and Figma to create pixel-perfect designs and interactive prototypes.
- Prepared and preflighted all design files for print and digital production, ensuring correct color modes, resolutions, and bleed settings.
- Designed responsive email templates and web banners.

## Graphic Designer & Co-Founder

**SMM Graphics - Kalmunai** | Jan 2021 – Present

- Conceptualized and created compelling visuals, including logos, posters, billboards, packaging, and marketing materials, to effectively communicate information and capture the attention of target audiences.
- Managed the end-to-end design process, from initial concept to final production, ensuring high-quality output for digital and print media.
- Contributed to overall creative strategy for client marketing campaigns, incorporating graphic design principles to maximize visual impact.

## Network & IT Technician

**Ceylon Electricity Board - Sainthamaruthu** | Jul 2021 – Jan 2022

- Managed and configured LAN infrastructure and various operating system software, ensuring high network availability and security.
- Provided comprehensive network troubleshooting, system repairs, and proactive identification and resolution of network roadblocks and hardware/software issues.
- Performed network maintenance, including repairing peripheral devices, and continuously evaluated network performance for optimal operation.

## Graphic Designer

**Reliance Printing & Advertising - Sainthamaruthu** | 2019 – 2020

- Developed design concepts for promotional and advertising materials by studying client briefs, relevant information, and reference materials.
- Utilized advanced typography and art arrangement concepts to create visually appealing and effective print media.
- Managed multiple design projects simultaneously, submitting detailed layouts and design samples for client approval.

# EDUCATION

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## B.Eng in Software Engineering

London Metropolitan University, UK

| 2021 – 2022

## HND in Software Engineering

ESOFT Metro Campus - Batticaloa

| 2019 – 2021

## Computer Networking - NVQ-4

Technical College of Sammanthurai

| 2018 – 2018

## GCE O/Level & GCE A/Level

STR/ M.M.M.VIDYALAYAM, Sammanthurai

| 2014 – 2017

## DECLARATION

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I DO HEREBY CERTIFY THAT THE ABOVE PARTICULARS GIVEN BY ME ARE TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.