

PROFESSIONAL SUMMARY

As an experienced Graphic Designer I am passionate about creating impactful designs that communicate complex ideas and support business objectives. With several years of experience in the industry, I have developed a strong foundation in design principles, typography, branding, and web design.

With a solid foundation in HTML, CSS, and JavaScript, I am constantly learning and adapting to new technologies and techniques to enhance my skills. My approach to design is rooted in collaboration and communication.

I am a creative problem-solver who is always looking for new and innovative ways to approach design challenges. My attention to detail and ability to collaborate effectively with team members allow me to deliver high-quality work within tight deadlines. I stay up-to-date with the latest design trends and technologies, and I am always seeking opportunities to expand my skillset and improve my craft.

WORK HISTORY

Graphic Designer	March 2022 - Present
Permanent Minuteman Press Watford Watford, Hertfordshire	
<ul style="list-style-type: none">• Consulting with clients to understand their business needs and objectives and developing designs that aligned with their goals• Participating in Kickoffs meetings to prioritize deliverables adhering to the deadlines• Conceptualizing and executing designs for print and digital mediums, including branding, web design, social media content, and promotional materials• Developing design standards, guidelines, and templates to ensure brand consistency across all mediums• Maintaining communication with clients throughout the design process to ensure their satisfaction with the final product• Conducting market research to identify design trends and incorporate them into the design process• Managing budgets, timelines, and resources to ensure project success• Conducting quality control checks to ensure accurate and consistent execution of designs• Managing multiple projects simultaneously and meeting strict deadlines• Managing end-to-end lifecycle from product designing, printing and finishing the product• Working with printers and external vendors to ensure high-quality printing and production of materials	
Freelance Graphic Designer	December 2015 - Present
Self-Employed www.fiverr.com/logo_des1gner	
Customer Service Advisor	July 2021 - February 2023
Temporary Sitel Watford, Hertfordshire	
Admin Assistant	March 2021 - June 2023
Part-time Affinity Legal Watford, Hertfordshire	

EDUCATION

Bachelor in Business Administration (Hons)
Mirpur University of Science and technology 2010 - 2014

CERTIFICATE

Skills Boot Camp in Front-End Web Development
EdX: www.skillsforlife.edx.org Dec 2022 - Mar 2023

SKILLS

Soft Skills	Hard Skills
<ul style="list-style-type: none">• Creativity• Attention to detail• Communication• Time Management• Adaptability• Collaboration• Problem Solving• Customer Service	<ul style="list-style-type: none">• Adobe Creative Suite• Print Design• Web Design• Branding• Illustration• HTM/CSS/Javascript• Microsoft Office