Toukir Khandakar

Graphic & Web designer

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ABOUT ME

My name is Toukir Khandakar and I am an 27 years old Web and Graphics Designer. I always knew I was going to be in the "creative" area. I have been drawing, painting since I can remember. So here I'm, designing for Printing, web, mobile, desktop applications for over 5 years.

OBJECTIVE

To have a career with dynamic & challenging environment where, my skills and talents, conceptual ability, and innovative capabilities can be efficiently utilized. My aim is to give excellent results, satisfaction and organizational expectations and standards and to achieve the highest possible position through my dedication, responsibilities, hard work and honesty.

SOCIAL PROFILE

- /Hell.Inside.Toukir
- /ToukirKhandakar
- /toukir_khandakar
- /toukir_khandakar
- /toukirkhandakar
- Toukir Khandakar

AWARDS

- Best Student Award From DIIT
- (+A) Certificate From Bangladesh Technical Education Board

EDUCATION

2016 — **Professional Graphics Design**
Creative IT Institute

2016 — **Graphics Design & Multimedia Programing**
Bangladesh Technical Education Board, Dhaka.

2015 — **Diploma in Web Dev. & e-Commerce**
Daffodil Institute of Information Technology

2008 — **Higher Secondary Certificate (H.S.C.)**
Ideal College, Dhaka.

2006 — **Secondary School Certificate (S.S.C.)**
Kushtia Zilla School, Kushtia

EXPERIENCE

Web and Graphics Designer
World University of Bangladesh
Nov 14, 2016 - Continue

Web and Graphics Designer
Genuine Technology LTD
March 6, 2016 - Nov 10, 2016

Web and Graphics Designer
All Brand Vision
Feb 5, 2015 - jan 31, 2016
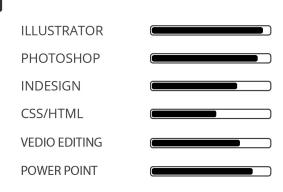
Content Management
Mediacom
Feb 1, 2014 - Dec 1, 2014

Web and Graphics Designer at Freelancer.com — Sep 4, 2013 - Present
Graphics Designer at 99Design.com — Sep 4, 2013 - Present

SKILLS

- ILLUSTRATOR
- PHOTOSHOP
- INDESIGN
- CSS/HTML
- VEDIO EDITING
- POWER POINT

Key Responsibilities

Total Year of Experience : 5.8 Year(s)

1.   **Web and Graphics Designer (November 14, 2016 - Continuing)**
     World University of Bangladesh

Company Location : Central road, Dhaka, Bangladesh
Department: Controller of Examination
Duties/Responsibilities:
*Should able to design and create graphics according to the guidelines and instructions.
*Prepares work to be accomplished by gathering information and materials based on agreed brief.
*Plans concept by studying information and materials.
*Completes projects by coordinating with clients.
*Contributes to team effort by accomplishing related results as needed.
*Developing concepts, graphics and layouts for product illustrations, company logos, and internet website.
*Reviewing final layouts and suggesting improvements if required.
Any other tasks assigned by management.

2.   **Web & Graphics Designer (June 1, 2016 - November 10, 2016)**
     Genuine Technology & Research LTD.

Company Location : Uttara, Dhaka
Department: Business Operation
Duties/Responsibilities:
*Developing graphical assets working from wire frame through to finished assets for front end developers.
*Design of user interface for web dashboard.
*Prepare high quality mock-ups for labels
*Design graphics for trade ads and related promotional graphics
*Keep up with current trends both from marketing perspective and a graphic point of view.
*Develop material for web pages. Create promotional displays, packaging, and marketing brochures.
*Develop the layout and production design of newsletter.
*Preparing rough drafts of material based on an agreed brief.
*Liaising with external printers on a regular basis to ensure deadlines are met and material is printed to the highest quality.

3.   **Graphics and Web Designer (January 1, 2014 - Continuing)**
     Freelancer.com / 99Design.com

Company Location : International
Duties/Responsibilities:
Graphics Designer and Web Developer
*meeting clients or account managers to discuss the business objectives and requirements of the job;
*estimating the time required to complete the work and providing quotes for clients;
*developing design briefs that suit the client's purpose;
*thinking creatively to produce new ideas and concepts and developing interactive design;
*using innovation to redefine a design brief within the constraints of cost and time;
*presenting finalised ideas and concepts to clients or account managers;
*working with a range of media, including computer-aided design (CAD) and keeping up to date with emerging technologies;
*proofreading to produce accurate and high-quality work;
*demonstrating illustrative skills with rough sketches and working on layouts ready for print;
*commissioning illustrators and photographers;
working as part of a team with printers, copywriters, photographers, stylists, illustrators, other designers, account executives, web developers and marketing specialists.

4.   Web Designer (February 2, 2015 - February 1, 2016)
All Brand Vision

Duties/Responsibilities:
*Graphics Designer and Web Designer
*Facebook marketing
*Digital Marketing
* Conducting meetings with clients or employers to discuss requirements for the work.
*Developing and agreeing on a work schedule with your client or employer, to establish that the work will be completed to strict deadlines.

5.   Content management (April 1, 2014 - December 31, 2014)
Mediacom

Company Location : Mohakhali
Duties/Responsibilities:
Mobile TV content management
and graphics design
It was Contractual job

Career and Application Information:

Looking For	:	Mid Level Job
Available For	:	Full Time
Present Salary	:	Tk. 32000
Expected Salary	:	Tk. 40000
Preferred Job Category	:	IT/Telecommunication, Design/Creative, Graphic Designer
Preferred District	:	Dhaka
Preferred Organization Types	:	Telecommunication, Retail Store, Training Institutes,

Advertising Ageny, Event Management, Newspaper/Magazine, Public Relation Companies, Hotel, Airline, Call Center, Automobile, Mobile Accessories

Communication Skills

o Highly proficient in reading, writing and speaking English and Bengali

I HEREBY CONFIRM THAT ALL INFORMATION PROVIDED IN THIS RESUME FORM IS CORRECT AND COMPLETE.

Sincerely,

Toukir Khandakar