Poulami Das

✉ **poulamis.art@gmail.com** ☎ **8335897966**

Objective: To excel in website and graphics designing along with organizational growth.

Summary of Experience & Skills

Working as a web and graphics creative designer for the last 6+ years. Good communication and leadership skills, hardworking, positive outlook. Able to work as a team and complete assignments within given time span.

IT Skill Set

Operating System	:	MS Windows
Application Software	:	MS Office (*Word, Excel, Power Point*)
Drawing Software	:	Adobe Illustrator, Corel Draw
Photo Editing Software	:	Adobe Photoshop, Adobe Captivate
Desk Top Publishing Software	:	Quark Express, Adobe PageMaker
2D Animation Software	:	Adobe Flash (*with basic scripting*)
Presentation Software	:	Macromedia Director (*with basic scripting*)
Video Editing Software	:	Adobe Premier
Sound Editing Software	:	Sonic Foundry Sound Forge
Web Designing Software	:	Microsoft Expression Web4/ Dreamweaver Frontpage/HTML/DHTML/Flash/CSS

Work Experience

Currently working as Freelance Web and Graphics Designer.

Key Tasks Handled
- Client Handling
- Layout Designing
- Final designing, linking and uploading of websites for various prestigious clients.

Worked at BITS Info Services as Web and Graphics Designer for 3 years 4 months.

Key Tasks Handled
- Designing sites for companies taking in consideration their individual preferences.
- Linking full site using Flash and HTML
- Uploading and Hosting of sites.

	Education	

Examination	Discipline	School/College	University	Year	%
Bachelor of Science	English Honors	Asutosh Memorial College	Calcutta University	2013	53
Higher Secondary	Arts	St. Pauls Boarding & Day School	I.S.C	2010	90
Secondary	Science	M.P. Birla Foundation	I.S.C.E	2008	80

	Courses	

Professional Course in Multimedia (AAA) from Arena Multimedia New Alipore, Kolkata in 2014.

	Extra Curricular Activities	

- Trained in Bharatanatyam dance.
- Trained in painting.
- Captain of school throw-ball team.
- Member of school relay team.
- Event organizer in all school annual day functions and fest.

	Personal Details	

Name	:	Poulami Das
Date of Birth	:	14th Sep, 1993
Nationality	:	Indian
Place	:	Kolkata, West Bengal, India
Contact Number	:	8335897966
Email ID	:	poulamis.art@gmail.com
Languages Known	:	English, Hindi, Bengali

DECLARATION

I hereby declare that the above mentioned information is correct up to my knowledge and I take the responsibility of its accuracy.

Place: Kolkata
Poulmi Das