**Personal Data**

**Full Name** : **ភុំសុភក្ត្រ (Phom Sopheak)**

**Sex**  : Male

**Nationality**  : Khmer

**Date of birth** : 02.11.1989

**Place of birth** : Sangkat PsarTmey III, Khan Duan Penh,

Phnom Penh, Cambodia.

**Marital status** : Single

**Address** : N12E0, St.Lum, Sangkat Choam Chao, Phnom Penh.

**Mobile** : 098388038

**Email**  : sopheak.psp@gmail.com

**Apply for** :Senior Graphic Designer

**Education**

**2008 - 2012** Successful completed the Bachelor Degree of Computer Science at Norton University.

**2005 - 2008** Graduated Bac II general knowledge at Wat Koh High School.

**Experience**

**Jun 2015 – Present Designer / Web Developer for Khmer Foundation Appraisals Co.,Ltd.**

**Duties:**

* Develop concepts, graphics and layouts for product illustrations and internet website.
* Innovate and with creative ideas on how to put the proper concept on sales and marketing requirements
* Work with briefing and advising with regard to proposal style, format, print production
* Develops and design site content and graphics by coordinating with copywriters and graphic artists; designing images, icons, banners, audio enhancements, etc.
* Portfolio: www.kfa.com.kh

**Jun 2013- Jun 2015 IT-Internal Auditor at Hattha Kaksekar Limited**

* Conduct monthly audit at each branch and head office of Hattha Kaksekar Limited as assigned by management.
* Ensure the quality and sufficiency of internal control system in order to prevent information technology risk.
* Check whether all policies and procedures of Hattha Kaksekar Limited are correctly followed by all staffs.
* Prepare working papers and draft internal audit report for head of audit department or audit team leader and attend the meeting with the branch.
* Provide branch manager and all related staffs feedbacks and recommendations in order to correct the mistakes and fulfill the lacked points which can possibly affect the institution.
* Follow up the findings of previous internal audit report at each branch and head office to ensure that those findings have been corrected and to take action on time.
* Create new and update the existing audit procedures for annual audit.
* Analyze the risk of information technology and ATM and create procedures and working paper for auditing in specific point.
* Create tools for auditor to conduct auditing more efficiently and effectively.

**Oct 2012 – Jan 2013 CSS Operator for KDIGIDATA Co,.Ltd**

* Re-correct ePub book with CSS and HTML.
* Add enhancement to an ePub following the specifications.
* Research the scripting automation for productivity.

**Jun 2012 – Oct 2012 Graphic Designer for Norton University**

- Create layouts for leaflet, banner, newsletter, poster, brochure, and books cover….

- Prepare the documentation before printing and server storage.

**Nov 2011 – Feb 2012 Internship Web Developer for Raksmey Kampuchea Daily**

- Design layout for whole website and prepare application form both from-end and back-end.

- Design database storage using MySQL Server.

- Develop functionality of entire website.

**Nov 2009 – Jan 2010 Volunteer Lab Technician at the IT Department for Norton University**

- Install network connection included computers, and printer….

- Install computer operation and maintenance.

- Assist all problems as computer technician.

**Short Course**

**Aug 2011 – Oct 2011** Successfully completed a training course on web development with PHP & MySQL at ANT Training Center.

**Sep 2011 – Nov 2011** Successfully completed a training course on Web Designing with HTML, CSS, and JavaScript at CM Training Center.

**Oct 2007 – Oct 2008** Successfully completed an English course, New Head Way Pre-Intermediate at CIC Organization.

**References**

**Mr. Bun Channara**

Position: Deputy of Risk and Compliant Internal Audit (Hattha Kaksekar Limited)

Tel: 093 222 136

**Personal Portfolio**

Please download here.

<https://drive.google.com/file/d/0B9gZMLOujpHWV2hBM0hlb0UydGs/view?usp=sharing>

Designed & developed website:

* www.kfa.com.kh