**IK**

**PRASOON PUSHPOTH**

**S/O SUNDARAN PUSHPOTH CHAMAKKALAI (H) KALLAMPARA,FEROKE,CALICUT,KERALA,PIN-673631
+919946300282,7736204511**

**Prasoonpushpoth@gmail.com**

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Date of birth : 09-09-1993

AGE : 26

Religion : HINDU

Cast : THIYYA

Nationality : INDIAN

Marital status : UNMARRIED

Langueges known : English, malayalam , hindi

**OBJECTIVE**

Seeking for a position as a Graphic designer and a give assistance by utilizing my full range of skills and experience.

**PROFILE STATEMENT**

 Two and half years experience in graphic designing providing a wide range of administrative support. Developed strong communication and interpersonal skills dealing with diverse customers and internal staff members. Solid computer skills utilized in the preparation of correspondence, documents and spreadsheets. Proven ability to collate and organize large amounts of data efficiently.

 Proven track record of efficiency in providing clerical support to a busy
office. Good knowledge of relevant update in graphic designing . Strong
organizational and planning skills used in scheduling activities and completing multiple tasks on time. A self motivated worker always willing to take on additional duties.

**EDUCATION**

CM HIGH SCHOOL MANNUR- SSLC

KALLAI GGHSS –PLUSTWO COMMERCE

NATIONAL COLLEGE OF CORRESSPONDENCE CALICUT-GRADUATION BA ENGLISH

**TECHNICAL SKILLS**

* MS Word
* Excel
* Outlook
* Photoshop
* Corel draw
* Typing skills - 60wpm
* Knowledge of office management systems and procedures
* Excellent spelling and grammar skills

**WORK EXPERIENCE**

* Senior Graphic Designer at Vanilla designing solution(2015-2020)

**KEY SKILLS**

* Developed numerous marketing programs(logos, brochures, newsletters , info graphics presentations, and advertisements) and guaranteed that they exceeded the expectations of our clients.
* Managed up to 5 projects or tasks at a given time while under pressure to meet weekly deadlines.
* Recommended and consulted with clients on the most appropriate graphic design options based on their overall marketing goals.