

## COVERING LETTER

**Total Job Experience:** 4.5 Years[10 June 2010- Till Date]

**Current Designation:** Sr. Web& Graphic Designer {IT}

I, **Susheel Verma** a **BCA. (Bachelor of Computer Application)** graduate from worked with **E-Virtual Services LLC (Noida)** as “ **Senior Web & Graphic Designer** .

**My Professional Book Contains Creation & Management of:-**

- **Website designs**
- Mobile application designs
- User interface designs
- Newsletters & landing pages designs
- **Graphic designs**
- Corporate identity designs /All type of brushers, magazines cover letters designs.
- Logo designs & Ads designs

To communicate with corporate clients (To gaze & analyze business requirements)

Creation of Internet marketing creative's ( Facebook , Twitter Timeline banners , Ads design , Social media campaign on company pages .

**Functioning Tool: -**

- Adobe creative suits
- HTML/CSS /3D software ( Max , Maya )

**Industry experience:**

**4 years of experience with below organization**

- **E-Virtual services LLC ,**
- **X-eye business services pvt LTD ,**
- **Zee Network – (Zee News. )**

I have opted for **Computer application / Web designing / Animation** as my fundamental courses and these courses schooled me with a creative, solution oriented and successful analyzing ability. The immense designing habit has kept me alive with the latest trend of designing and fulfillment of client's requirement. For me learning has no end and I believe that I learn new things every day.

My resume is attached below; it would be great if you could find a way to know that what type of employee you are looking forward, As I am looking for a career not for a job.

Thank you for your time and interest. Looking forward to hear from you

Thank You

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## PROFESSIONAL SUMMARY

- I am an Adobe creative suits Professional with 4.2 Yrs exp in IT & media .
- Highly creative and good design sense.
- Worked with various clients & team, under deadlines.

## EMPLOYMENT GRAPH

### Company Profile:1

- **Company** : E-Virtual Services LLC. Noida
- **Designation** : Sr. Web& Graphic Designer
- **Duration** : Jan 2012 – Jan 2013
- **Properties Managed:** Creation of all web & graphic designs and internet marketing creative's. Responsible for all communication with business clients to recognize needs and requirements .

### JOB RESPONSIBILITIES

- To design Website /Mobile application designs /User interface designs /Newsletters & landing pages designs for international business clients.
- To provide best Graphic designs /Corporate identity designs /All type of brushers, magazines cover letters designs./Logo designs & Ads designs
- Communication with USA, Canada , UK , Australia, Mexico , UAE , clients to meet their needs and to provide the expected results .
- Creation of Internet marketing creative's ( Facbook , Twitter Timeline banners , Ads design , Social media campaign on company pages .
- To work with Adobe creative suits ( Adobe Photoshop , Adobe illustrator , Adobe Indesign , Adobe Dream viewer , Adobe premier ) HTML/CSS /3D software ( Max , Maya ) functional tools .

### Company Profile:2

- **Company** : Xeye-I Business Services, Noida
- **Designation** : Web& Graphic Designer
- **Duration** : Dec 2011 – Dec 2012
- **Properties Managed:** Bulletins and News affairs updation on website. Designs of News papers & Magazines and ads designs alignment.

### JOB RESPONSIBILITIES

- To bring up to date news bulletin on company official website
- Responsible for all ads creation and alignment on paper,E- paper and magazines (Ad Magnus Newspaper, Ad Magnus plus for real Estate, Ad Magnus Life Magazine ).
- To finalize the designs and modifications and co ordination in printing process.

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### Company Profile:3

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- **Company** : ZEE News, Noida
- **Designation** : Video Editer& Graphic Designer
- **Duration** : June 2010 – Nav 2011
- **Properties Managed:** Assembling of raw material into a finished product suitable for television Broadcasting. Enhancement of camera footage, dialogue, sound effects, graphics and special effects to provide best visual experience.

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### JOB RESPONSIBILITIES

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- Responsible for all sounds, graphics and visuals effects.
- To experimenting with styles and techniques including the design of graphic elements;
- Making of all tickler , adds , screen effects for channel broadcasting .
- Responsible for creating all catelogs designs, newsletters, corporate identity desings of Zee Netwrok

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### LATEST WORK PORTFOLIO

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<http://www.watchfinder.co.uk/>

<http://www.hardwoodbargains.com/>

<http://www.anderssonwise.com/>

<http://www.sassyboutique.com.au/>

<http://www.opi.com/>

<http://endiebid.com/>

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### EDUCATIONAL ACADEMIA

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- **Graduation: Bachelor in Computer Application [BCA]** from Beehive college of advanced studies dehradun (affiliated Hemwati nandan bahuguna garhwal university, in 2009. Secured 63% marks.
- **Higher Secondary Education:** from Govt. Senior Secondary School Bagain, and HP Board in 2006. Secured 61% marks.
- **Senior Secondary Education:** from Govt. Senior Secondary School Bagain, and HP Board in 2003. Secured 58% marks.
- **Diploma in Web designing:** from Ducat Institute Noida Covering HTML, CSS Adobe Dreamweaver Adobe Photoshop, Abode illustrator, Adobe In Design, Corel draw etc.
- **Diploma in 3D Animation:** from IMIT animation Institute Covering: - 3DMAX & 3D Maya-(Character Animation & Modeling, Lighting, Texting, Particles & Rendering) Adobe Premiere, Adobe After Effect -(Video Editing)

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**PERSANAL DOSSIER**

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**Date of Birth:** 09 February 1988

**Marital Status:** Single

**Language Known:** English, Hindi