

HARSHITA BHATT

Graphic Designer & Tour Guide

PERSONAL DETAILS

RESIDENCE ADDRESS

Flat No. 201, Al Farooq Building,
Musalla Road, Bur Dubai, Dubai

CONTACT NO. & EMAIL ID

00971 55 310 9779

harshitabhattach84@gmail.com

DATE/ PLACE OF BIRTH

5/6/1984

Rajkot, Gujarat, India

NATIONALITY

Indian

VISA STATUS

Cancelled Employment Visa

MARITAL STATUS

Married

LANGUAGES KNOWN

English

Hindi

Gujarati

Kannada (Can Speak Only)

HOBBIES

Travelling

Exploring New Trends

Art & Craft

Sports

PROFILE

Looking forward to a challenging career in Graphic Designing with dedication of learning and exploring my talent and desire to be part of a dynamic and innovative team of designers in generating top-notch designs that delight customers. A self-motivated, ambitious and a fast learner Graphic Designer, having 7 years of experience and 4 years as Tourist Guide in UAE.

EMPLOYMENT HISTORY

Tour Guide - DTCM & DCT, As a Freelancer

Dubai

Sep 2016 - Present

- Greeting and welcoming guest to the tour.
- Informing guest about the basic rules to be followed while moving around in the Country.
- Explaining about the culture of UAE and its History to group of Tourist from different parts of the world.
- Also, giving information other than mentioned in the itinerary like any newly opened places worth visiting.
- Explaining about the itinerary for all the days in UAE.
- Update the company if there is any challenge during the tour. Any suggestions or request from guest to be informed to the concerned dept.
- Always been positive to the guests even in a situation in emergency.

Senior Graphic Designer, Aditya Creation

Rajkot

Feb 2012 - May 2015

- An understanding of latest trend which would help to show best designs as per client requirement and designing different concepts using the designing softwares from designing, execution to printing.
- Showing creative ideas using designing tools like coreldraw and photoshop.
- Banners and Hoardings for Schools, Colleges, Newspaper ads as well as some corporate clients.
- Create and maintain positive relations and cooperation with the clients as well as vendors.
- Positive approach towards time, cost and deadlines while working individually as well as with team.
- Paying accurate attention to details.

SKILLS

Graphic Designer, Durvaa Graphics

Bengaluru

Organizing Ability

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Team Work

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Creative

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Customer Service

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Adaptability

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Flexibility

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Decision Making

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Time Management

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TECHNICAL SKILLS

CorelDraw

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Adobe Photoshop

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Adobe Illustrator

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Adobe Indesign

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Microsoft Excel

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Microsoft Word

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Microsoft Outlook

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Microsoft Powerpoint

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June 2010 - Jan 2012

- Plan concept by studying information and requirements.
- Illustrate concepts by designing rough layout sketch and then bring it to software.
- Designing Branding for the client, Brochure Design, Stationery Design, Booklet, Standee and many more.
- Obtaining approval of concept by submitting layouts for different advertising material like Newsletter, Newspaper and Magazine Ads.
- Collaborating with art director and taking final decision.
- Taking clients changes on each project and following up with the same.

Graphic Designer, Bronze Communications

Bengaluru

Jul 2008 - May 2010

- As a fresher getting good hands over designing tools.
- Got to know on how actually the designing process works.
- Learnt to know the client requirement.
- Learnt to create layout and started paying attention to details.
- Knowing the client right.
- Converting Branding Strategies to design.
- Selecting Colors, Theme, Layout, Fonts, Photographs and other elements.
- Designing newspaper advertisement and campaigns.

EDUCATIONAL QUALIFICATIONS

Bachelor of Fine Arts, Karnataka Chitrakala Parishath

Bengaluru

2008

HSC @ Lal Bahadur Shastri English Medium School

Rajkot

2003

SSC @ Nirmala Convent School

Rajkot

2001

CERTIFICATION

3Ds Max @ Maac

Bengaluru

2011

EXTRA CURRICULAR ACTIVITIES

Participated in sports activities and art & craft competitions during school days.

REFERENCES

References available on request.