



COVER LETTER
Graphics Designer
UI/UX Designer
Visual Designer
Motion Graphics

MITESH A. VINDA



+91 - 9106 497 498



miteshvinda09@gmail.com



miteshvindaprofile.com

Sub: Application for the post of Designer

To Whom It May Concern,

I am pleased to be applying for the post of Designer job, as I believe that I possess everything needed to successfully execute all duties associated with the role. Moreover, I think that this would be a great opportunity for me to further expand my experience and knowledge and grow, both personally and professionally.

Having more than 9 years of industry experience, I have developed extensive expertise in Graphic and UI/UX design, Visual Design and multiple other related activities. Moreover, I have completed all assigned projects within budget and in a timely manner. I was especially known for a proactive approach and strong attention to detail. The main duties I spent most of my work time on included Visualization and implementation of new design concepts, improvement of functionality of the existing Web and Mobile Apps, UX Researching, User Personas, workflows, Brand Marketing, and Digital Media. I was also in-charge of designing print materials, performing multiple clerical tasks. There, I also learned how to lead a group of individuals, function well independently or in a team setting, and work and stay calm under pressure.

Thank you for your time and consideration. I'm looking forward to learning more details about the Designer position at your company. I'm eager to meet with you and discuss how I can use my skills to bring a new look to your needs.



<https://www.linkedin.com/in/mitesh-vinda-89400369/>



UI/UX: https://drive.google.com/drive/folders/1B8r-lFueyMSLHTJ2oud3LkE6hmMrrlIh?usp=drive_link

All Other: <https://drive.google.com/drive/folders/1yZSiBZS1mMMwbumpi6Yrpnn9BtVhvNHW?usp=sharing>

MITESH A. VINDA

Graphics Designer | UI/UX Designer | Visual Designer

Profile Summary

Offering over **9 years** of experience as **Designer**

Possess extensive **knowledge of Software**: Corel Draw / Photoshop / Illustrator / Adobe XD / Figma / Adobe Creative Suite / After Effect / Premiere Pro

Experience in

- Creating designs, concepts, and sample layouts based on knowledge of layout principles and esthetic design concepts
- Develop UI concepts, including the definition of customer needs, task analysis, and the creation of personas, scenarios and user flows
- Digital Media designs, concepts, social media and web Banners based on knowledge of layout principles and esthetic design concepts
- Possess motivational management style with a record of being able to deliver positive results independently & under pressure

Career Objective

I am looking ahead to work in a professional, growth oriented organization, where in one can make significant contribution to the success of the organization. Seeking a position that involves creativity, challenges and that provides me, an opportunity to constantly strive to explore, innovate & excel in attaining organizational and my individual goals. A consistently dependable team player, I can thrive in a high-pressure environment, enjoy the challenges of meeting deadlines and lead a team successfully

Strength and Skills

Good analytical, interpersonal, communication & listening skills coupled with dedication and sincerity towards the assigned job

Competencies

- Quick learner & adapts well to changes and pressure in work place
- Managing relationships & working efficiently with diverse group of people
- Committed to meeting deadlines and schedules
- Leadership skills to lead projects & handle work independently

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✉ miteshvinda09@gmail.com

M | V

EDUCATION

**Certified Course of
Multimedia Animation & VFX**
Image Institute - 2013

Master in IT
Geetanjali College /
Saurashtra University
2011- 2013

Bachelor in IT
Atmiya College /
Saurashtra University
2008 - 2011

12th Science
GHSEB - 2008

10th with computer
GSEB - 2005

SKILLS

- UX Research
- Digital Marketing and Campaigning
- Motion Graphics & VFX
- Visualization
- PowerPoint Presentation
- Branding
- Market Research
- USClients Communication
- Photography
- Video Editing
- Teamwork
- Business Development Strategy

REFERENCE

Available on request

WORK EXPERIENCE

Dec 2022 -
Cont

Senior Graphics & UI/UX Designer
Silicon IT Hub

Feb 2022 -
Oct 2022

Senior Graphics & UI Designer
Raviraj Group

2018 - 2022
Ahmedabad

Team Lead UI/UX Designer
Glasier Inc Group of Companies

Collaborate with the team to ensure consistency of designs across various media outlets. Develop illustrations, logos, GIFs, Social Media Creative, corporate Design & Web Design, Mobile App UI Design and other design requirements using software. Develop sound UI concepts, including the definition of customer needs, task analysis, and the creation of personas, scenarios and user flows. Develop the digital brand and identity strategy for clients. Translate concepts into designs that illustrate simplicity despite system complexity. Work directly with customers and prospects to design end-to-end experiences using participatory and iterative design techniques. Work closely with development teams to ensure that design specifications are implemented.

2016 - 2018
Rajkot

Senior Graphics & UI Designer
Ashutosh Finance Group of Companies

Designing graphic content, illustrations, and info-graphics. Managing graphic designs from conception to delivery. Develop sound UI concepts, including task analysis, and the Customer personas, scenarios and user flows. Generating fresh concepts and ideas, Ensuring brand consistency throughout various marketing projects.

2013 - 2015
Rajkot

Junior Graphics Designer
Crimson Branding & Design Agency

Designing graphic content, illustrations, and info-graphics. Managing graphic designs from conception to delivery. Develop illustrations, logos, GIFs, Social Media creative, Corporate Brochures, Brand Design and other design requirements using software. Ensuring brand consistency throughout various marketing projects. Liaising between the marketing and design teams to ensure deadlines are met. Refine images, fonts and layouts using graphic design software. Keeping up-to-date with industry