

OBJECTIVE

To contribute my strong skills and experience in web/graphic designing.

EDUCATION

Master's in Science (Information Technology) – Punjab University 2000

PROFESSIONAL DEVELOPMENT

Certificate in Computer Graphic Designing (Print Production) - PICIT 2006

Certificate in Multimedia Productions - PICIT 2006

Certificate in Computer Graphic Designing - Edge International 2002

PROFESSIONAL CERTIFICATION

Adobe Certified Expert Adobe Photoshop CS 2007

TECHNICAL SKILLS

- Convert PSD files to responsive web pages.
- Use CSS3, HTML5, JQuery for website development like image sliders, photo galleries, lightbox, dropdown menus etc.)
- Use Wire framing tools like UXpin and Axure etc. for User Interface (UI) design
- Create Responsive Websites using media queries and web pages that are cross browser compatible.
- Develop template based and Custom based layouts/designs for the WordPress website. (From Installation of WordPress to complete front end interface and inner pages development).
- Experience with website migrations and dealing with hosting and domain issues.
- Design printable brochures, magazines layouts, business/ invitation cards and stationery etc.
- Design logos, banners and vector graphics.
- Internet marketing using Email blast on platforms like MailChimp, Sendinblue etc.

Operating Systems: Apple Mac and Windows.

Font Management Tools: Suite Case Fusion and Nexus Font

Raster Tools: Adobe Photoshop CC,

Vector Tools: Adobe Illustrator CC, Adobe InDesign CC, Coral Draw 12/13, Macromedia Flash MX, Quark Express, In-page.

Web Tools: Adobe Dreamweaver CC, Microsoft Front Page, JQuery, Java Scripting HTML5, CSS3 and FTP tools.

Multimedia Tools: 3DStudio Max, Adobe Flash MX, Swish Max, Swift 3D, Adobe Premier CC, Adobe After Effects CC, Sound Forge, Sound Edit, GIF Animator.

Development Tools: Bootstrap Framework, JQuery, Java Scripting, HTML5, CSS3,

Application Tools: MS Word, MS Excel, MS Power Point, Microsoft Photo Draw.

Other Tools: PDF Workflow Software, etc.

EXPERIENCE

Web Admin & Graphics Designer

Discounter's Pool & Spa Warehouse, Vaughan, ON April 11, 2017 – December 2019

- Creating graphics for websites such as banners and promotional images.
- Shopify websites (discounterspoolsandspa.com & cdsco.net) administration including backups, reviews, forms, e-commerce and updates for new online offers.
- Web page front-end development for responsive content using HTML5, CSS3 and JavaScript.
- Coordination with the developers for custom development requirements for websites.
- Creating designs for email marketing and scheduling eblasts using Mailchimp.
- Creating ads for Google Adwords, and graphics for social media handles.
- Creating designs for store sign holders for new offers and promotions.
- High resolution designs for CNE & Home Show exhibitions on vinyl banners and coroplast boards.
- Newspaper ad designs for Toronto Star newspaper.
- Create flyers, posters, brochures, business cards etc. for printing.

Web / Graphics Designer

Academy of Learning & Sijison Inc., Toronto, ON November 2008- To Date (Part Time)

- Created layouts/mockups/graphics of company's websites (Joomla, WordPress and phpMyAdmin based websites like sijison.com, sijisoneducational.com, sijisonmobile.com and nigeriacardealers.com).
- Academy of Learning design requirement including brochures, business cards, graduation ceremony invitations, programs and courses related flyers, invitations, raffle tickets, promotional mugs and mouse pads, gift cards, campus door and window designs, events related flyers, Program & Certificates.
- Administered website careertrainingnetwork.ca including all design requirements and coordination with the developers to integrate new functionalities in websites.
- Placing approved designs on Vista Print for printing.
- Coordination and follow up with the development team to implement the project requirements and meet the project deadlines.
- Internet marketing for the websites by designing campaigns and scheduling them to the targeted audience.
- Coordination with clients for the website development, hosting and domain issues.
- Creating and updating project scope documents for any additional requirements etc.
- Managing WHM and CPanel for Sijison Inc.
- Training company resources for different roles.
- Taking periodic website project backups.

Web / Graphics Designer

Ad Army Group (adarmygroup.com), Toronto, ON Feb 1, 2016 – To April 10, 2017

- Website design and maintenance including incorporating sliders, galleries, pages, posts and contents.
- Create website graphics including banners, slides, and mockups.
- SEO for WordPress Websites.

- Website optimization for Google PageSpeed Insights
- WordPress website migrations and hosting and domain issues.
- Magazine printing and other printable brochures etc. using Adobe InDesign CC
- Mac Operating System

Design Consultant

Hostopia.com Inc. Mississauga, ON

March 2010 To March 2011

- Dealt with custom website projects. Maximum 10 projects at a time with technology including Joomla, WordPress, osCommerce and 5 pages static websites.
- Responsible for the initial contact with client and later sign off the final layout/design of website with the client.
- Coordinate with client for the hosting and domain issues.
- Document the regular requirements of client including extra changes or up sells (for online shops, inventory information, text/images for static pages, payment gateway information and shipping and tax details) and sent to development team to implement it.
- Post development contact with client to review the website and sent his/her final feedback.
- Intimate development team for the final changes and close the project once it is live after client's approval.
- Few sample websites are: www.lightningdemandpress.com; www.mapsparking.com; www.whitneycandles.com

Web / Graphics Designer

Kalendar Productions Inc., Toronto, ON

July 14, 2009 – To November 14, 2009

- Designed and created logo for the Agendabook.
- Created mockups for different modules of Agendabook and Kalendar Productions.
- Created all Icons, buttons and banners.
- Used CSS to make table free website structure along with the PHP file extensions using PHP development environment (xampp) for Agendabook and Kalendar Productions. Used Flash Action Scripting (intermediate level).
- Co-ordinate with the PHP developer to apply the CSS on the coded pages.

Web / Graphics Designer

Big M Entertainment, Toronto, ON

July 2007- To October 17, 2008

Worked with Big M Entertainment on a social network web site Globeplace

(www.globeplace.com).

- Designed and created logos, banners, buttons, icons, flash animations, advertisements and templates for the web sites.
- Created flash animations and creative flash objects like characters (Symbols), layouts etc.
- Animated still pictures in Flash MX with the use of flash vector graphics, animated banners for advertisements and used Flash Action Scripting.
- Used HTML, DHTML, Java Scripting and CSS to design CSS/Table based web layouts.
- Designed high quality business cards, posters, brochures, flyers and letterheads.

Web/Graphic Artist

American IT Incorporated, NY

Mar 2001 – May 2007

- Designed www.ccnx.net exceeding 25000 web pages
- Created layouts websites / software, icons, intros, logos, banners, menu bars, flash animations, and rollover buttons with illustrative work for all websites
- Designed high quality splash screens, default screens and screen savers, business cards, posters, brochures, flyers and letterheads
- Designed graphics for Content Management System (CMS)
- Developed / maintained company website (www.ntdc.com.pk) including 2 subsidiary websites, performed updates periodically for contents.
- Created Flash animations including animated GIFs and Icons, design / upload tenders and job advertisement
- Prepared comprehensive layout for online banking, HR and inventory control systems
- Created PowerPoint presentations with applied Animation and sound effects
- Designed brochures for Amco Apparel Co. (UAE) and KEUNE Cosmetics (UAE)
- Designed 15 advertisements for leading educational / training / research institutions for publication in Education Guide of Pakistan
- Created 30 advertisements for Automotive Parts Accessories Manufacturers directory
- Supervised designer, interacted with clients to obtain designing specifications
- Designed website for communication between computer and cell phone
- Used 3D Max to develop 3D models products including telephones, PCBs, Cisco racks, routers and firewalls, meshed text/graphic elements for cohesiveness/attraction
- Designed creative animated GIFs, icons, splash/default screens and screen savers

ONLINE PORTFOLIO

www.saadmuneeb.com