

Objective

I would like to offer myself a placement in your esteemed organization thereby enhancing my skills and talents.

Professional Summary

Successful coordinator in negotiating and signing agreements with foreign production houses, searching for unique contents relevant for the company, reviewing and transferring contents for final broadcast.

Core Qualifications

Team Leadership

Public Speaking

Presentation Skills

Communication Skills

Media And Communication

Performance Arts

Experience

ENGLISH MITHRA PVT LTD

Worked in the communication sector in helping people improve their language skills,

16 Dec 2025 - Current

build confidence and to assist in their daily comprehension, grammar and conversation skills

FAIRCODE TECHNOLOGIES PVT LTD

20 Jun 2025 - 15 Dec 2025

Worked as a quality analyst within the company for various live projects to ensure that best quality standards are executed

FREELANCE JOBS

8

Apr 2025 – 16 May 2025

Carried out freelance job in designing

FREELANCE JOBS

5

Jun 2024 – 22 Sept 2024

Carried out freelance job in designing

JONES LANG LASELLE (JLL)

7

May 2024 – 23 May 2024

EXECUTIVE – INFOPARK, KOCHI

Carried out sales, negotiation, site visits, information gathering of different apartments, villas and properties spread across different areas of real estate sector in Bangalore city

COGNIZANT TECHNOLOGY SOLUTIONS

9

Feb 2016 – 15 Jun 2016

VISUAL DESIGNER – INFOPARK, KOCHI

Carryout aesthetic designs for Mobiles, PC'S Tablets

Communicate with foreign clients and meet their requirements in design styles

Carryout project specifications and requirements in a timely fashion

WINDFALL PRODUCTIONS

21

Aug 2019 – 30 Apr 2022

COORDINATOR – INFOPARK, KORATTY

Communication skills in British Accent and American Accent

Worked in the Outsource Department in searching and entering contents

Assisting Postproduction and Library with final outputs and broadcast details

Negotiate and sign agreements with foreign production houses

Carried out Voice Over for a program broadcasted by company

Carried out content writing for a brochure launched by company using creative titles, eye-catching paragraphs

Framing attractive keywords, artworks for various programs of company

EVOLVE BACK RESORTS & HOTELS

1

Aug 2023 – 5 Oct 2023

SENIOR EXECUTIVE MARKETING – RICHMOND CIRCLE, BANGALORE

Carried out digital and printed designs for promotional events of Evolve Back Hotels & Resorts

Coordinated orders, dispatch, deliveries of merchandises across different Evolve Back Resorts & Hotels stores

Through calls, meetings, customer interactions and maintaining up-to-date records of inventories of the stores.

Courses

ROGERSOFT TECHNOLOGIES	12
Nov 2024 – 20 Feb 2025	

Education

YELDO MAR BASELIOS COLLEGE	9
Jul 2012 – 30 Apr 2015	

GRADUATION

B.A ANIMATION AND GRAPHIC DESIGN, KOTHAMANGALAM

FANSHAWE COLLEGE	9
Sep 2017 – 30 Apr 2018	

POST GRADUATION

3D ANIMATION AND CHARACTER DESIGN, CANADA