

SAMITA CHAKRABORTY

Flat No: 701, Wing -10, Ahad Euphoria,
Carmelaram, Sarjapur Main Road
Bengaluru, Karnataka-560035
8197042806
samita.chakraborty1@gmail.com



Summary

Total experience over 8 years. **4+ years'** experience in working at school as an academic admin/teacher /graphic designer (Photoshop, Illustrator, InDesign, CorelDraw) and over 4 years' experience as a Multimedia faculty (Google Doc/Word, Google Sheet/Excel, Google Slide/Power Point, Photoshop, Illustrator, InDesign). A highly motivated and experienced School Administrator with a passion for education and a commitment to providing a quality learning experience to students. Possesses strong organizational, communication, and problem-solving skills to ensure a smooth and successful school environment.

Objectives

To continue working as an academic admin / Graphic Designer and enhance my skill sets in latest technologies.

Education

Calcutta University

Bachelors of Art

Passed **H.S. Exam** from WBCHSE.

Kolkata, West Bengal

Employment History

GEAR Innovative Intl School

*from May 2022-till date
September 2018 - March 2020*

Academic admin/Teacher/Graphic Designer

Working as an **Academic Admin** to provide efficient and effective operations and initiatives to improve the educational environment. Also worked as a **design teacher** for XI and XII grade. Experienced as an in-house **graphic designer** for various projects (Newsletter, Reading card, in-house magazine) for the school.

Schoolserv

Graphic/web designer

Worked as a **graphic designer**.

February 2015 – May 2015

Dream Zone

Animation Faculty

Worked as a **software trainer** (graphic/web designing software)

October 2013 – January 2015

ANTS(Animation Training School, Bangalore)

Technical Executive

July 2006 – January 2007

Nimaisoft Systems Pvt Ltd (Vizag)

Web/Graphic Designer

March 2006 – May 2006

Elsinoir Technologies (Kolkata)
Web/Graphic Designer

March 2005 – June 2005

Brainware Computer Consultancy PVT LTD (Kolkata)
Multimedia faculty and technical support

December 2003 – February 2005

Cigma Multimedia (Kolkata)
Software Trainer

September 2003 – November 2003

Technical Skills

PHOTOSHOP
ILLUSTRATOR
INDESIGN
CORELDRAW

MS WORD
MS EXCEL
MS POWERPOINT
Google Doc/ Sheet/ Slide

Professional Qualification

- Completed an Advance course on 3D Animation & SFX from **MAAC** (Maya Academy of Advanced Cinematics).
- Completed Advanced Course on Multimedia & Web Development Technology (**MTDRC, Jadavpur University**) from Zed Career Academy.

Languages

English: Fluent
Hindi: Proficient
Bengali: Native

Family Background

Husband, **Mr. Anup K Chakraborty** working in **City Group**, Bangalore/Chennai.

Dated: _____

(**SAMITA CHAKRABORTY**)