



# SOUVIK CHAKRABORTY

GRAPHIC MENTOR AND DESIGNER



## WORK EXPERIENCE

### ABOUT ME

With over 14 years of experience, I am a seasoned graphic mentor cum designer who has honed my skills and expertise in the field of graphic design. Throughout my career, I have developed a deep understanding of design principles, techniques, and industry trends, allowing me to effectively mentor and guide aspiring designers.

As a mentor, I have successfully delivered personalized mentorship sessions, providing valuable feedback and constructive criticism to help students improve their design work. I have a proven track record of assisting them in developing their design abilities, understanding design concepts, and refining their technical skills. Moreover, I offer career guidance and support to help students navigate the dynamic landscape of the graphic design industry.

In addition to mentoring, I have actively engaged in a wide range of graphic design projects. Over the years, I have demonstrated my creative prowess by conceptualizing and executing visually appealing designs across various mediums. From creating impactful logos and branding materials to designing captivating web interfaces and print collateral, I consistently deliver high-quality work that meets client requirements and industry standards.

My passion for continuous learning has driven me to stay up-to-date with the latest design tools and software. I actively seek professional growth opportunities by attending workshops, conferences, and networking events. This commitment to staying current with industry trends ensures that my mentorship and design skills are always relevant and cutting-edge.

With my extensive experience, dedication to mentoring, and ability to produce exceptional design work, I am a valuable asset in the graphic design field. My proven expertise and passion for helping others succeed make me an ideal candidate for any graphic mentor or design role.

Oct 2022 - Current

#### Brainware University ( Barasat )

**Position:** Academic Associate & Exam Coordinator

**Responsibilities:** I am responsible for delivering lectures, leading discussions, and conducting hands-on workshops to teach various aspects of graphic design theory, principles, and techniques. I design and update course syllabi, select appropriate textbooks and learning materials, and develop assignments and projects that align with industry standards. Additionally, I provide guidance and support to students, assisting them in developing their design skills, and offering career advice in the field of graphic design. I collaborate with colleagues, industry professionals, and students on design projects. Furthermore, I provide constructive feedback on student portfolios, helping them refine their design work and prepare for internships or job opportunities.

As an exam coordinator, my current responsibilities include scheduling exams and ensuring that they are properly timed and administered. I work with faculty and staff to prepare exam materials, including question papers, answer sheets, and other necessary materials. Additionally, I maintain records related to exams, including student scores, exam materials, and other relevant data.

Sep 2018 - Sep 2022

#### Sunburst Systems Pvt. Ltd.

(Under the brand name Arena Animation Chowringhee)

**Position:** Academic Head

**Responsibilities:** I oversaw the development, including curriculum development, course scheduling, and faculty recruitment. I supervised and evaluated faculty members, provided guidance and support for teaching and service activities, and addressed any performance issues that arose. Additionally, I oversaw student affairs activities, including admissions, registration, advising, and student support services. I managed the department budget, including allocating funds for faculty salaries and equipment. Furthermore, I developed and implemented strategic plans for the department, aligning with institutional goals and objectives.

Jun 2014- Sep 2022

#### Sunburst Systems Pvt. Ltd.

(Under the brand name Arena Animation Chowringhee)

**Position:** Graphic Mentor

**Responsibilities:** Prepared students for creative careers through graphic.

Jan 2012- May 2014

#### Green Ideaz Advertizing Agency

**Position:** Senior Graphic Designer

**Responsibilities:** Developing concepts and artwork, creating graphic design solutions from concept through to completion, responsible for developing and creating both digital and print design for a wide range of print and campaigns, publications and advertising.


Aug 2009- Jan 2012

#### Arena Animation Salt Lake


**Position:** Graphics Faculty

**Responsibilities:** Prepared students for creative careers through graphic.


INFO




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HOBBIES



Travelling



Photography



Playing Cricket

REFERENCE

**Parijat Dhar Mishra**  
Former Digital Marketing Head at Arena  
Animation Chowringhee  
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KEY SKILLS AND COMPETENCIES

- Graphic Design Expertise:** Proficient in design principles, techniques, and best practices, with a strong command of layout design, typography, color theory, composition, and visual hierarchy.
- Effective Communication:** Excellent communication skills to convey design concepts, provide feedback, and guide students in their learning process.
- Industry Knowledge:** Up-to-date with the latest design trends, emerging technologies, and industry standards to guide students in creating contemporary and relevant designs.
- Problem-Solving Abilities:** Strong problem-solving skills to analyze design challenges, brainstorm creative solutions, and guide students through the design process.
- Patience and Empathy:** Patient and empathetic towards students' learning journeys, understanding their individual strengths, weaknesses, and learning styles to provide tailored guidance and support.
- Time Management:** Effective time management skills to balance mentoring responsibilities with personal design projects or other commitments, ensuring efficient mentoring sessions.
- Collaboration Skills:** Ability to foster teamwork and facilitate group projects or critiques, encouraging students to collaborate effectively and providing guidance on communication and teamwork.
- Continuous Learning:** Commitment to continuous learning by staying updated with industry trends, attending workshops or conferences, and seeking professional development opportunities to enhance mentoring skills and stay relevant in the field.



TOOLS

- Adobe Photoshop cc 2023**
- Adobe Illustrator cc 2023**
- Adobe InDesign cc 2023**
- CorelDraw x9**
- Microsoft Office**



EDUCATION

- Currently **Brainware University ( Barasat )**  
Pursuing Masters in Animation and Multimedia ( M.Sc)
- 2016- 2017 **J.R.N. Rajasthan Vidyapeeth Deemed-to-be University**  
Bachelor of Arts (B.A)
- 2006-2009 **Arena Animation ( Salt Lake ) Kolkata**  
Arena Animation Specialized Program Course.
- 2004 **Passed Higher Secondary (10+2) under W.B.C.H.S.E**
- 2002 **Passed Secondary under W.B.B.S.E**

DECLARATION

"I hereby confirm and verify all the facts mentioned above and I hold the responsibility of their authenticity and correctness

Signature