



Manu Chutel
Graphic Designer

Resume

Profile



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Motivated and dynamic Senior Graphic Designer with over 6 years proven experience in both digital and printing sectors. My broad experiences and interpersonal skills often brought me to hold proactive roles within my work environments while keeping focus in the design space.

A strong and varied set of skills (hands on design, project management, customer relations) married to a friendly personality and strong work ethics makes me the ideal addition to your team.

Professional Experience

Design to Print (January 2018 - Current)

Project Manager

- Customer Relations and Primary Point of Contact. Clients include **NGV (National Gallery of Victoria), IKEA, Foodco (Jamaica Blue and Muffin Break), Hallmark, Gasmak (Alfa Rome, Fiat, Jeep, Chrysler, Dodge Dealerships)**
- End to end Portfolio Management. From drafting RFP responses and providing detailed quotations to delivery of the end product, all within budget and timeframe
- Suppliers and stakeholders management (Internal and External)
- Staff Resources Management
- Management of WIL (Work Integrated Learning) Program with RMIT Students
- Management of several simultaneous projects and contingency plans development
- Tracking and Follow ups on Project Delivery Milestones

Design to Print (November 2015 - January 2018)

Senior Designer and Pre-Press

- Concept, design and production of various marketing content and artworks including POS and various signs
- Concept and design of vehicle wrapping artwork
- Constant update and management of artwork for e-commerce wallpaper website
- Design of marketing campaign collaterals, ensuring all artworks are in-line with brand guide lines
- Production of digital and print advertising materials
- Pre-Press design and process for print-ready outputs
- Large format digital printing process including Flat-Bed Printing
- Creation of router files for cut-to-shape objects and fabrication
- Packaging Creation

Axent Holdings Pty Ltd (November 2013 - November 2015)

Graphic Designer

- Concept, design and production of various marketing content and artworks including all internal correspondence
- Corporate design and production of multi-million dollar tender documents
- Design, management and production of digital and print signage assets
- Production of digital and print advertising materials for customers
- Corporate branding administrator and consistent maintenance of high-quality branding image
- Branding of client correspondence and manuals production
- Visual web and mobile app interface design
- Liaison with engineers and software developers for end-user guides production

Mercbits™ (September 2012 - November 2013)

Marketing Designer and Administration

- Concept, design, production and administration of website from start to finish
- Logo and branding collaterals production
- Content marketing production
- Customer relations and correspondence
- Sales
- General Administration

Shorecuts Interactive (February 2011 - April 2012)

Visual Designer

- Front-end web administrator
- Concept and design of several EDMs and email-newsletters
- EDM coding and production
- Advertising campaign collaterals production
- Multi-language web content administrator
- Web banners design and production

Freelance

Bôzar Café

- Logo design
- Branding and POS Design
- Marketing material design

Uber Cleaner

- Vehicle wrapping design
- Commercial cleaning label design

BKL Cleaning Services

- Logo & branding materials design
- Vehicle wrapping design and installation

PolyPlus

- Logo design
- Corporate branding and collaterals
- Marketing material design

Mercbits™

- Logo Design

Gamcon Developments

- Web design and administrator

Special Events

- Logo design
- Wedding Invitations & “Save the Dates”
- Wedding design material collaterals

Photography

- Photoshoot (Events, Portraits, Landscapes, etc...)
- Post-Production editing

Technical Strengths

Adobe Creative Cloud

- Photoshop
- Illustrator
- InDesign
- Lightroom
- Muse
- Dreamweaver

Web

- Website design and construction
- Content Management System (Wordpress)
- Server setup and online deployment
- Newsletter and EDM coding
- Strong knowledge of HTML and CSS

Proficient in both **Windows** and **Mac OS X** platforms.

Personal Strengths

- Excellent understanding of brand integrity and brand guidelines
- Proven ability to take on multiple projects simultaneously in a fast paced environment
- Proven organisational and time-management skills, with the ability to work under pressure and the flexibility to embrace change
- Proficient in print, digital and web design
- High degree of integrity, dedication and organised communication skills
- Good team player and can-do attitude
- Hard worker and high-level of attention to details
- Quick learner and friendly personality
- Fluent in English and French (written and spoken)
- Knowledge in digital photography and post-production

Education

Bachelor's Degree in Graphic Design

University of Technology of Mauritius (UTM)

2012 - Mauritius

Advanced Diploma in Multimedia

Cambridge International College

2004 - Melbourne

Diploma in Information Technology

De Chazal Du Mée Business School

2002 - Mauritius

Certificate III in Graphic Pre-Press

Cambridge International College

2005 - Melbourne

Baccalaureate in Economy

Lycée La Bourdonnais

1999 - Mauritius

Short Courses

Creative Digital Photography

PhotoImage Photography College

2015 - Melbourne

Cisco Networking

Chisholm Tafe

2008 - Melbourne

Achievements

- I successfully managed several projects, often simultaneously, for high-profile clients during my time at **Design to Print**. Clients include **NGV (National Gallery of Victoria), IKEA, K-Mart, Reece, Gasmak (Jeep, Chrysler Dodge Dealerships)**, and many others
- I worked on several multi-million dollar tender documents which were awarded. Clients include **Vicroads, Main Roads Western Australia, V-Line, Victrack, SA Government, Translink** among others
- I was elected to co-manage the Signage department in a matter of weeks to produce printed materials for clients such as **United Petroleum, Vicroads, Smart Parking, Queensland Government** as well as internal production needs
- I consistently exceeded tight deadlines while maintaining a high-level of quality and brand focus
- I maintained excellent relationships with clients, partners and stakeholders
- I pride myself on always meeting **deadlines**
- I graduated in my Bachelor's Degree of Graphic Design with **First Class Honours**
- I was the 2012 winner of **Adobe Creative Master Tour** Student Competition in Mauritius
- I managed to acquire a large amount of **knowledge** in both **digital** and **print design** in a short amount of time which makes me very resourceful

About me & Reference

Personality

- Friendly
- Dedicated
- Hard-Working
- Reliable
- Outgoing
- Good sense of humour

Hobbies

- I enjoy photography and can spend hours creating great shots
- Travelling, I love discovering new places and learn about cultures
- I also play basket-ball as often as I can

Referees are available upon request.



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