



RAISA MOAZZEM

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PROFESSIONAL SUMMARY

Motivated and detail-oriented media studies final year master's student with a background in graphic design and creative project work. Strong communication, teamwork and time-management skills with experience handling client communication during freelance work and delivering visual content. Eager to contribute to a client servicing role with a proactive, professional, and organized approach.

EDUCATION

Masters of Social Science (MSS) Department of Media and Communication Specialization: Film & Television CGPA: 3.47 Independent University, Bangladesh	2023 - Ongoing
Bachelor of Fine Arts (BFA) Department of Oriental Art CGPA: 3.15 University of Dhaka	2017 - 2022
Higher Secondary Certificate Science GPA: 5.00 SOS Hermann Gmeiner College	2017

EXPERIENCE

Freelancer Graphic Designer | 2020- Present

- Communicated with clients to understand project goals, timelines, and design preferences.
- Managed revisions, delivered work on deadline, and maintained client satisfaction.
- Coordinated multiple projects while balancing quality and turnaround time.

CERTIFICATIONS

Diploma in Professional Graphic Design & Motion Graphics

Creative IT Institute, Dhaka | 2019- 2020

SKILLS

- Client Communication
- Team Collaboration
- Time Management
- Project Coordination
- Microsoft Office | Adobe Creative Suite | Autodesk Maya