



RAJA FAISAL FIAZ

GRAPHIC DESIGNER & DATA MANAGEMENT OFFICER

WORK EXPERIENCE

For over a decade, I have been working professionally in 3D design, animation, and programming. I started in the industry as a 3D Modeler, working for a German organization that was a global leader in the field. During my tenure with the organization, we worked on low-poly modeling and animation, mostly 3D but sometimes 2D. I had to make cartoons and animations according to the company's standards, using programs like Mental Ray, Mapping, Lighting, Animation, and Rendering in 3Ds Max. I was part of a team that created a virtual world for Frankfurt, Demstard, Town Hall, Old Town, and other places. I have also had experience in teaching and data collection. I spent a year teaching Java programming at the Pearl Institute in Quetta, and then I worked as a Computer Instructor at the NGO IDSP Pakistan for two-and-a-half years. During my time there, I was responsible for record-keeping, monthly and yearly reporting, documentation, installation of computer equipment, and community development. I also worked on data collection and analysis in the field.

I also served as an IT Instructor at Muslim Hands Informatics, where I taught classes on Graphic Designing and Website Designing. I have a strong background in both fields, and I have the necessary technical skills to ensure effective instruction and successful student learning experiences. From April 2014 to December 2015, I worked as a Computer Operator at Leopards Courier Service, where I handled operations and Cash on Delivery department feedback emails, attended customer complaints, and ensured the quality of service. My duties included troubleshooting hardware and software problems, data entry, and providing technical support. I have an excellent understanding of customer service and communication protocols, as well as a strong eye for detail. I am confident in my ability to quickly and accurately process customer queries and ensure customer satisfaction. I worked as a Senior Data Entry Operator (DEO) for Micromerger (DSC) Ltd. in Quetta from May 4, 2017, to December 31, 2021. Here, I have been working on the Missed Child Tracking Database (MCTDb), a complex operating database. I have used Microsoft Excel to validate and verify data entry works, as well as manually correcting and standardizing a variety of databases. My duties also include PMC validation and follow-up of missed children.

EDUCATION

UNIVERSITY OF BALOCHISTAN, QUETTA

BACHELORS - 16 YEARS (474/800)

English (Theory) , Islamic Education (Theory) , Pakistan Studies (Theory) , Political Science (Theory) , Sociology (Theory) , Persian (Theory)

2020 - 2022

BALUCHISTAN BOARD

INTERMEDIATE (469/1100)

Urdu , English , Islamic Education & Pak Studies , Persian , Economics , History

2006 - 2008

ST.FRANCES GRAMMER SCHOOL

MATRIC (357/850)

Physics , Chemistry , Biology , Mathematics , Pak studies , Islamiat , Urdu , English

1991 - 2003

CONTACT

+92-333-7816535

faisalfiaz.dsc@gmail.com

Block #3, House# 154-H
Satellite town Quetta

EXPERTISE

- Proficiency in Microsoft Office Suite, Google Suite, and various database programs.
- Graphic Designing
- Data Management
- 3D Modeling
- Animation
- Freelancing

LANGUAGES

- English: Fluent (both spoken and written)
- Urdu: Fluent (both spoken and written)
- Punjabi: Fluent (both spoken and written)
- Pashto: Conversational (able to communicate effectively in daily situations)
- Persian : Conversational(able to communicate effectively in daily situations)

SKILLS SUMMARY

Computer Graphics- Print (Good)

Last used 31st July 2023

As a computer graphics enthusiast, I am passionate about leveraging technology and artistic principles to create captivating visual content. I possess expertise in software tools like Adobe Photoshop, Autodesk Maya, and Blender, and I am well-versed in rendering, shading, lighting, and texture mapping techniques. With a keen eye for detail and a commitment to innovation, I am dedicated to pushing the boundaries of visual storytelling. My goal is to contribute my skills and creativity to projects that bring imagination to life through stunning animations, lifelike characters, and immersive experiences.

3D Studio Max (Excellent)

Last used 23rd July 2023

I am good at 3d Modeling, Lighting, Camera, and final Rendering.

Urdu Typing (Excellent)

Last used 31st July 2023

This skill is useful for making documents likewise Affidavits, Urdu stories, Poetries, and Designing / Composing.

English Typing (Excellent)

Last used 31st July 2023

This skill helps me to work in any organization. I have the ability to type from dictation. Proficiency in workplace software programs which include ms word, excel, and Google Docs an eager eye for elements, and the capability to spot spelling and grammar errors.

Computer Hardware & Mobile Phone Repairing (Good)

Last used 12th April 2020

This ability is useful in recent times too. Due to this fact, everybody is currently related to today's technology.

Driving (Good)

Last used - I have been driving since I was in 7th class.

CERTIFICATIONS

I have completed various courses and certifications in different fields. These include a Typing/Shorthand Course from Balochistan Commercial College Moti Ram Road Quetta on 8th March 2021 and Graphic Design from Digiskills. pk on 30th August 2020, and Freelancing from Digiskills. pk on 20th August 2020. I also completed Information Technology (Computer Graphics-Print) from IDO (Innovative Development Organization) on 26th February 2020, 3D Studio Max from Arena Multimedia Gulistan E Jauhar on 9th October 2009, English Typing Certification from Govt Pakistan Cabinet Secretariat Establishment Division (Staff Welfare Organization, Quetta) on 30th December 2008, and Urdu Typing from URDU Inpage Typing Certification Govt Pakistan Cabinet Secretariat Establishment Division (Staff Welfare Organization, Quetta) on 30th November 2007. Furthermore, I completed Computer Hardware & Mobile Phone Repairing from INFRA Institute Karachi with a score of 75% on 12th April 2006, Java Object Oriented Programming from Pearl Institute of Management & Information Technology on 17th October 2005, and Certification in Website Designing from Pearl Institute of Management & Information Technology with a score of 68% on 21st November 2003.