

**BALRAJ TALAWANT**  
101-15, 133rd Street  
Richmond Hill, NY 11419  
(917) 664-5956  
www.navindesigns.com  
navindesigns@gmail.com

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**OBJECTIVES:**

A responsible position, which will allow me to utilize my experience and qualifications for the betterment of the company and my personal career advancement.

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**EDUCATION:**

2003-2005

New York City College of Technology, CUNY Bklyn, NY.  
Bachelor of Technology: **Communication Design** GPA=3.6 with **HONORS**

2000-2002

Queens College, CUNY Flushing, NY.  
Minor in Liberal Arts

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**COURSES:**

- Microsoft Office • Digital Imaging • Desktop Publishing
  - Typography Designs • Vector Art • Web Design • Multimedia I & II
  - Information Design • Advertising • 3D Animation & Modeling
  - Graphic Communication • Various Liberal Arts Courses
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**WORK EXP:**

**INTERNSHIP/COLLEGE AIDE**

6/04-12/05

MTA-New York City Transit, Brooklyn, New York.  
Imagineering and Multimedia Department  
-Duties include web design, video shooting and editing, flash, music production, designing logos, flyers & brochures, prepare files for output.

7/04-Present

**-Freelance Graphic Designer**(www.navindesigns.com)  
Clients include Universal Airlines, Neighborhood Home Magazine, Landmark Xpress, Empire Capital Mortgage.

6/03/10/05

**-Floral Merchandiser**  
Bay state Farm Direct Flowers, Lawrence, New York  
Duties include customer service, taking care of fresh flowers on a daily basis, etc.

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**SKILLS:**

Software:

Adobe Photoshop CS2, Illustrator CS2, Premier Pro, Quark Xpress 6, Macromedia Dreamweaver 8, Flash MX, Director MX, Maxon Cinema 4D, Sonic Foundry Sound Forge 6, Acid Pro, Sorenson Squeeze, Acoustica, Nero, Global Scape FTP, Winzip, Microsoft Office.  
*Languages:* HTML, CSS, Javascript, Action Sript, Lingo, PHP.

Hardware:

Installing hard drives, configuring and setting up modems, cd/dvd roms, floppy drives, usbs, network computers, printers, LAN, setting up servers.

Other:

Streaming Media, Information Architect, DVD Authoring, Knowledge Of Spanish, Typing and writing 40 wpm, Good researcher (Internet & Windows personnel),

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**REFERENCES:**

Furnished upon request.