

Mona Khattab

Graphic Designer

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Summary

Graphic design is my passion, I'm looking for a position where I can add a value, learn, increase my experience and enhance my technical skills.

Education

Bachelor Degree in Arts
2017-2021

*English Department
Faculty of Arts
Tanta University*

Experience

**Customer Service
Representative at Concentrix**
Jan 2022 - Present

Customer support/ sales/ product support, US accounts

**Book Summarizing and
Translation at Kitab Sawty**
August 2019 - April 2020

My tasks were to read non-fictional English books and summarize them into Arabic.

Content Creator at Otlal
June 2018 - January 2019

I worked for Otlal website, where I wrote articles about hotels and sightseeing in many countries all over the world.

Tools and Technologies

Illustrator, Photoshop, After Effect, InDesign, Adobe XD, Power Point, Word, Excel

Courses

Adobe XD
After effects
Animate illustrations in Adobe After effects
Advanced illustrator

InDesign
InDesign advanced
English for career development
Photoshop
UX design fundamentals
A journey through logo design process
Digital illustration and creating new textures
Digital skills in UX design
Introduction in UX design
Logo design
Logo design process step by step
Logo design timeless style
Logo design: grid styles
Mastering logo design by George Bokhua
Vector illustration
Vector illustration techniques
Vector illustration finding your style
English upper intermediate level Project Management
Professional (PMP)

Skills

Team player with ability to learn new concepts.
Well adapted to technology use, very fast learner.
Strong problem-solving skills.
Excellent communication and inter-personal skills with
experience of interacting with the end-users.

Hobbies and Interests

Graphic Design, Illustrator, Painting, Fashion, Travelling,
Music, Reading