

ARRA D. ALTAVANO

Branding • Digital and Vector Art/Illustration • E-commerce/Social Media Graphics
Print Design • Web Design

EDUCATION

Bachelor of Science in Graphic Design and Multimedia
De La Salle University- Dasmariñas

St. Paul College Island Park
High School Diploma

SKILLS

Adobe After Effects
2D Animation

Adobe Dreamweaver/Notepad++
HTML • CSS • JavaScript • MySQL

Adobe Illustrator
Character Design • Digital and Vector Art/Illustration • Icons and Logo Design • Infographic • Print Design

Adobe Photoshop
Mockup Design • Photo Editing and Manipulation

Adobe XD
UI Design

Capcut
Basic Video Editing

Microsoft Excel
Data Entry

Microsoft PowerPoint
Presentation Design and Animation

Microsoft Word
Charts and Graphs | Page Setup | Text Formatting and Editing

EXPERIENCE

Graphic and Printing Officer | Newtrends International Corporation
March 2025- September 2025

- Design and prepare layouts for engraving and printing on showcase products such as watch dials, case backs, and pens.
- Create event display materials—including signage, banners, and holders—to highlight and present products effectively.

Communications Development Officer I | National Development Company
October 2023 - January 2025

- Design collaterals such as brochures and presentations as well as social media graphics that promote the company's image and services to target clients, investors, or the general public
- Do administrative tasks such as processing paperwork related to budgets and expenses, maintaining records and databases, drafting reports and ensuring compliance with regulations and policies, and also coordinating with suppliers in regards to print media needs

Graphic Designer | Linen and Homes
April 2023 - October 2023

- Create designs for in-store displays
- Graphics and Reels for Social Media
- Monitoring of monthly inventory and checking of stock movements
- Assisting customers by handling their in-store or online inquiries and purchases

Graphic Artist | ZGT Logistics
March 2022 – April 2023

- Created full sublimation shirt designs.
- Developed graphics for social media and e-commerce platforms.

Freelance Graphic Designer
November 2020 – Present

- Provided bespoke design solutions for various clients, focusing on branding, digital art, and marketing materials.

Graphic Designer | Shieldpro Designs
April 2019 – July 2020

- Designed vehicle plates and stickers, house plates, shop signages, and maintained the company database.

Graphic Designer | Ilustria Multimedia Services
December 2018

- Designed and printed mugs, shirts, and tarpaulins, ensuring high-quality outputs for diverse clients.

Creative Graphic Designer | La'Quest
July 2018 – October 2018

- Developed the company's profile, Facebook cover video, mobile and website graphics, and executed advanced photo manipulation and web design projects.

Graphic Design Intern | Plop! Supply Inc.
June 2017 – August 2017

- Created Facebook cover photos, business cards, standee signages, and packaging designs for various products.

Graphic Design Intern | Vgrafiks
April 2016 – June 2016

- Designed CD album covers, character art, greeting cards, traditional movie posters, and vector art, contributing to a variety of creative projects.