

Dayanand Subramani

MS PowerPoint Presentation Designer

Highly knowledgeable and skilled Business PowerPoint Specialist has excellent creativity and a sound knowledge base concerning all features of Microsoft PowerPoint software and presentation design. Has excellent interpersonal and social communication skills and is able to work collaboratively to design great presentations. With over 10 years of experience, possesses a bachelor's Degree in Computer Applications and Microsoft Certification as a PowerPoint Specialist.

Profile Summary

- Result driven Expert in MS PowerPoint Presentation Designing and Infographic Designing; **Worked on over 400 projects with major clients like Morgan Stanley, Infosys, Landmark Groups, JP Morgan, Microsoft, Oracle and IPE on projects ranging across different domains and subject matters, with 09+ Years of cross-functional and comprehensive experience, across highly reputed business establishments; Skilled in serving as critical members of a team.**
- Understanding of work with internal teams to provide creative support to key creative and marketing projects, whether for an internal (new sales plan or product launch) or external (product demo, sales presentation) team
- Work with agencies or other clients to create visually stunning documents that promote a brand, deliver, or confirm a message, explain a service or product, and add value to the presentation, company using the presentation, or person presenting the PowerPoint presentation.
- Understand the importance of a company or clients' brand, possess marketing skills, and can use a variety of creative and technical skills to create stunning PowerPoint presentations that incorporate a variety of visuals/creative assets to create presentations
- Experience with **graphics, charts, infographics, colour themes, master templates, animations, hyperlinking, transitions, actions, video**, and more.
- Ensure that brand is consistent and the message matches the company brand, values, mission, and goals.
- Pointed out by Slide genius, PowerPoint Specialists create designs that "complements your purpose gets your message across & increases the chance of converting budding interest into positive action."
- Created and maintained reporting templates for PowerPoint.
- Prepared user manuals, training materials, proposals, installation guides, and reports
- Edited documents and manuscripts as needed.
- Created multiple presentations from scratch with incorporated animations
- Conceptualized and designed presentations for clients.
- Created and incorporated **charts, graphs, Dashboard** and other visual aids in PowerPoint.
- Updated existing presentations to make them fresher.
- Kept abreast of all new program features for PowerPoint with release of new software versions.

Key Impact Areas

- ↳ Extensive knowledge of all features of PowerPoint software
- ↳ Good ability to collaborate with managers in designing effective presentations
- ↳ Excellent interpersonal and oral communication skills
- ↳ Good creativity and problem-solving skills
- ↳ Able to troubleshoot presentation issues and assist and train presenters
- ↳ Able to collect and compile information for training manuals and templates

Notable Accomplishments

- Consistently recognized for fresh and innovative ideas and applications.
- Developed new art-proofing system that increased overall quality of production and improved customer satisfaction to 97%.
- Earned several awards for providing PPT design support to both headquarter employees and hundreds of field offices.
- Successfully handled 3 graphic designing projects side by side, delivering all of them within the deadline.
- Devised a series of design schemes to help clients reach their audiences.

Work Experience

OCT 2017: Technofocus Delhi

Senior PowerPoint Presentation Designer

Major Clients: Microsoft, Morgan Stanley, Infosys, Landmark Groups, JP Morgan, Oracle, and IPE

Key Role:

- Create/format graphic design deliverables (Print and Digital) customers ensuring Stake Holders (Clients) satisfaction.
- Excellent PowerPoint skills including Icons, Infographics and enhanced layouts
- Ability to meet day to day client deliverables by executing quickly and efficiently in PowerPoint and Microsoft Word.
- Excellent Microsoft Word skills to format word documents adhering to Brand guidelines for Proposals, reports and emails.
- Produce documents with total accuracy and quality within the specified timeframe by meeting clients' requirements
- Interact with Stake Holders directly to clarify doubts and provide suggestions on layouts & designs
- Creating documents that are creative and visually appealing within the purview of Brand guidelines which includes formatting and creation of professional-level presentations, proposals, reports, brochures, Infographics, and other corporate collaterals.
- Operating in a deadline-driven environment and produces collaterals utilizing support from other designers and coordinators.
- Communication with customers and internal stakeholders in design process.
- Responsible for fostering a positive and collaborative work environment to effectively leverage resources and maximize utilization and turnaround without compromising quality.
- Power and creative freedom (within brand guidelines) to create engaging presentations for our leadership, sales, and customer teams.
- Work closely with a range of stakeholders, including sales and service teams, business line marketing, regional counterparts, agency partners, and executive staff to both create new as well as beautify existing presentation materials.
- Create visually stunning PowerPoint presentation tools that will make an impact, drive value, build upon the brand promise, and create- premium presentation experiences for stakeholders, customers, partners, and prospective customers.

Previous Experience

Sep DEC 2012 to Aug 2017 Makemyslide

Key Result Areas:

- Handled all daily production for high-volume design firm.
- Worked directly with clients
- Pursued passion for online layout and Presentation designs
- Create/format graphic design deliverables

IT Skills

- MS Office 365 Product Suite: MS PowerPoint, Word, Excel, Outlook, Teams, Adobe Acrobat

Academic Credentials

- 2012: BCom New Horizon College
- 2010: 2nd PUC (Computer Science) Sai Satya Narayana College
- 2007:10th Std Jubilee School

Soft Skills

Analytical

Client-focused

Collaborator

Consistent
Performer

Solution-
focused

Tactical
Planner

Personal Details

DOB: 21st May 1990 | Languages: English, Kannada, Hindi, Telgu & Tamil | Address: 367, 3rd Cross, Kuvempu Nagar, Dooravani Nagar, Vijnapura, Bengaluru - 560016