



## MY RESUME

**Ahmad [Jover] Robledo**

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### Work Experience:

#### **Head of Creative Department**

**Epoch Cosmetics & Toiletries LLC**

PO Box 35124, Dubai, UAE

October 2011 - Present

Company Industry: **Private Labeling Company**

Job Role: **Art/Design/Creative**

*"My work entitled me to perform creative aspects of all the perfumery products which includes (but not limited to) perfume spray with unit box, deodorant, aerosol, ads materials and other related activities including product photography and necessary activities. I am also conveying to suppliers of all the artworks for printing and as well taking the feed back of the clients on a case to case basis."*

#### **Marketing Executive**

**Golden Systems Middle East FZCo**

PO 262221 Dubai, UAE

May 2008 - May 2011

Company Industry: **Distributions and Logistics**

Job Role: **Marketing/PR**

*As a "Marketing Executive", I am responsible for the checking the consistence of the design to the branding guide of the company. I am also responsible for updating the website and including photographs if our latest IT products.*

#### **Creative Director**

**Taaheel FZ LLC**

P.O. Box 500702, Dubai, UAE

Nov. 22, 2006 - April 20, 2008

Company Industry: **Event Management**

Job Role: **Art/Design/Creative**

*"As a Creative Director, I am responsible for art direction and creative concept of the printing collaterals, print ads campaign, venue branding artworks, web design, e-marketing designing and maintenance and basic film editing"*

#### **Senior Graphic Artist**

**Swiss Arabian Perfumery LLC**

P.O. Box 1615, Sharjah, UAE

Dec. 12, 2002 – May 4, 2006

Company Industry: **Manufacturing and Production**

Job Role: **Art/Design/Creative**

*"As a Senior Graphic Artist, I was responsible for packaging design and conceptualization, research and development on their existing packaging design, and conceptualize new innovative packaging solutions for proper product handling. I was also responsible for creative ads campaign, brand identity campaign, and group brand campaign on different product line. I was also responsible for color correction and quality control of each finished design before it will transfer to printing department. I was also responsible for the education and training of new graphic designer as per the standard of the company, I was also responsible for office supplies procurement, computer maintenance, and software installation. Lastly, I was also responsible for creating monthly purchase order report, monthly production report, and monthly personal progress report."*

**Asst. Art Director**

**Prestige Design Imaging, Inc.**

San Juan, Philippines

Sep. 2001 - June 2002

Company Industry: **Advertising**

Job Role: **Art/Design/Creative**

*“As a Assistant Art Director, I was responsible for taking initial case study with the Art Director and then prepare initial concept for the said case, then I was task to meet the graphic designer and discuss to him the art directions and then I will prepare the final briefs subject to approval of Art Director and Managing Director. I was also responsible for handling our main client requirement like production schedules, deliveries, and other inquiries from the client. I was also directly responsible for packaging design and conceptualization. Lastly, I was also responsible for preparing weekly and monthly report.”*

**Pre-Press Supervisor**

**Unity Printing Philippines, Inc.**

Quezon City, Philippines

Jan. 1999 - Aug. 2001

Company Industry: **Publishing**

Job Role: **Administration**

*“As a Pre-press Supervisor, I was responsible scheduling and distribution of job order to different graphic designer. I was also responsible for their timely production output and production quality. I was also responsible manipulation the client’s artwork in preparation for color processing and printing. I was also responsible for client inquiries regarding production schedules, deliveries, and other client’s inquiries. In case of in-house design, I was responsible for taking brief and fact sheet to the clients, initial concept presentation, and then I will prepare the final brief and final concept subject to the approval of the client. In case supplier’s relationship, I was responsible for procurement of office and material needs of the department, I was also responsible maintaining different freelancer (e.g.: photographer & graphic designer) as per the requirement of the company. Lastly, I was responsible for preparing monthly procurement report, monthly production accomplishments, monthly production schedules and monthly forecasting for our materials need as per company requirements.”*

**Graphic Artist**

**PrintPerfect Printing Company**

Manila, Philippines

Jan. 1997 - Dec. 1999

Company Industry: **Publishing**

Job Role: **Art/Design/Creative**

*“As a Graphic Artist, I was responsible for artwork manipulation and color correction, in preparation for color processing and printing. I was also responsible for computer typesetting, newspaper layout, and designing magazine cover. I was also responsible to integrate the concepts of the clients into a design solution and communicate my ideas and design concepts in verbally, in writing and in visually form (in a form of presentation whether initial artwork or final artwork). I was also responsible in preparing initial packaging dummies and packaging solution for material handling. Lastly, I was also responsible for preparing weekly and monthly production report.”*

**Educational Background:**

**Polytechnic University of the Philippines**

*Bachelor of Science on Electrical Engineering (1986-1992)*

*Junior Certificate of Banking & Finance (1983-1985)*

**Torres Evening Vocational School**

*Commercial Arts (1987)*