

IMRAN PIRVANI

Graphics & Web Designer | Video Editor | Office Manager Specialist

- Karachi, Pakistan.
 - +971 50 863 7719
 - pirvane@gmail.com
 - Passport No: BT123456
 - Exp. Date: 15 Feb 2032
 - **Portfolio:** <https://www.pirvani.com>
 - **Video Editing Portfolio:** YouTube channels, *The Stuff of Life*.
- Date of Birth: 13 August 1980
 - Marital Status: Married
 - Nationality: Pakistani
 - **Visa Status: Visit Visa**
 - **Arrival: 13 Jan 2026**



The Stuff of Life – English: [YouTube Link](#)

The Stuff of Life – Urdu: [YouTube Link](#)

CAREER SUMMARY

Creative Graphics & Web Designer and Video Editor with 12+ years of experience delivering innovative design solutions and strategic branding across digital and print platforms. Expertise in creating **visually engaging designs, marketing materials, and corporate identities** that drive brand growth and audience engagement. Skilled in **website design, multimedia content creation, video editing, and social media campaign strategies**, with a proven ability to manage multiple projects under tight deadlines while maintaining exceptional quality.

CORE COMPETENCIES

- Graphic Designing
- Video Editing
- WordPress Web Design
- Social Media Management
- Office Administration
- Content Creation
- Leadership
- Team Collaboration
- Time Management
- Communication
- Problem-Solving
- Conflict Resolution

SKILLS

- Adobe Photoshop
- Adobe Illustrator
- Adobe Premiere
- Final Cut Pro
- Wordpress
- Microsoft Office Suit

EXPERIENCE

GRAPHICS & WEB DESIGNER AND VIDEO EDITOR – Meadowvale Group, Canada – Remote Job.

May 2023 – Dec 2025

Web Design & Management

- Manage, update, and maintain **OPENTORONTO.COM**, ensuring optimal performance, functionality, and user experience.
- Coordinate website renewals, hosting management, and security backups to ensure seamless and secure operations.
- Implement design enhancements and provide ongoing recommendations for website improvements.

Graphic Design & Branding

- Design high-quality social media graphics, promotional visuals, and advertising creatives aligned with brand guidelines.
- Create custom infographics, and marketing materials for digital and print use.
- Develop and maintain brand identity assets, including logos, banners, business cards, brochures, flyers, posters, and corporate presentations.
- Support marketing campaigns with visually compelling print and digital collateral.

Video Editing & Multimedia

- Edit and produce video content for the CEO and Owner of MPR Group for YouTube channels, **The Stuff of Life**
The Stuff of Life – English: [YouTube Link](#)
The Stuff of Life – Urdu: [YouTube Link](#)
- Enhance videos with clean cuts, transitions, subtitles, graphics, and basic motion elements while maintaining storytelling quality.
- Optimize video content for different platforms and audience engagement.

Creative & Strategic Support

- Provide ongoing creative support and consultation for brand development and digital presence.
- Collaborate with internal stakeholders to translate ideas and objectives into effective visual solutions.
- Manage multiple projects simultaneously while meeting deadlines and quality standards.

TEAM LEAD, WEB & GRAPHICS DESIGNER – 22ARC FZ-LLC, UAE – Remote Job.

July 2022 – April 2023

- **Collaborated with clients to conceptualize and develop innovative design ideas**, ensuring alignment with **branding and identity**.
- **Designed, developed, and managed websites** using **various CMS platforms, optimizing user experience with wireframes, site maps, and prototypes**.
- **Established and implemented design guidelines**, maintaining **branding consistency through colors, fonts, layouts, and content standards**.
- **Integrated advanced functionalities** to improve **website performance, engagement, and user interaction**, ensuring seamless **functionality and responsiveness**.
- **Created visually compelling digital and print assets**, including **social media content, graphics, banners, brochures, and promotional materials**.
- **Developed branding elements** such as **logos, business cards, flyers, and corporate profiles**, ensuring a **cohesive brand presence** across all platforms.

FACILITATOR COMMUNICATION (GRAPHICS & WEB DESIGNER) – Generation’s School Pvt. Ltd Pakistan.

March 2018 – May 2022

- **Designed, updated, and managed company websites**, ensuring security, hosting, and regular maintenance.
- Created engaging **social media content**, including **videos, posts, reels, and interactive visuals**, to enhance online presence.
- Strategized and executed data-driven **social media campaigns**, optimizing engagement and brand reach.
- **Designed compelling print and digital assets**, including brochures, flyers, newsletters, panaflex, and event branding.
- Collaborated with vendors for **high-quality printing, branding, and promotional materials** while developing professional presentations and marketing assets.

EXECUTIVE SECRETARY (P.A. to Founding Principal & CEO) – Generation’s School Pvt. Ltd. Pakistan.

April 2007 – February 2018

- Acted as a liaison between management and institutions, facilitating effective communication and collaboration.
- Managed high-profile events, conferences, and workshops, overseeing logistics and execution.
- Designed and prepared professional presentations, reports, brochures, and marketing materials, incorporating graphic design elements.
- Scheduled executive calendars, handled travel arrangements, and ensured seamless office operations.
- Supervised staff, managed budgets, maintained confidential records, and coordinated with departments and vendors.

COMPUTER OPERATOR & QUALITY INSPECTOR – Dewan Farooque Motors Ltd Pakistan.

June 2005 – March 2006

- Prepared reports, conducted quality inspections, and analyzed defects to enhance production standards.
- Ensured compliance, documentation, and process improvements for efficient vehicle assembly.

JUNIOR OFFICER – Alpha Insurance Co. Ltd Pakistan.

September 2006 – March 2007

- Managed insurance claims, ensuring accurate documentation, compliance, and timely processing.
- Handled payments, records, policy reviews, and customer support for seamless transactions.

SKILLS

- Adobe Photoshop
- Adobe Premiere
- Wordpress
- Adobe Illustrator
- Final Cut Pro
- Microsoft Office Suite

EDUCATION

Master in Administrative Science (HRM)	2009
Bachelor in Arts (International Relations, Political Science & Education)	2006
Higher Secondary Education (Commerce)	1999
Secondary Education (Science)	1997

FREELANCE WEBSITE PROJECTS

- generations.edu.pk (PAK)
- sazaidi.com (Canada)
- flawlessdiamondscustomjewelry.net (USA)
- hnnclinic.com (USA)
- virtuosogp.com (Hong Kong)
- pelleclassics.com (PAK)
- phfwv.com (Hong Kong)

VIDEO EDITING PORTFOLIO

- Quran Video Editing – Al-Mawrid Australia (in-progress)
- The Stuff of Life – English (<https://www.youtube.com/@thestuffoflife4222>)
- The Stuff of Life – Urdu (<https://www.youtube.com/@thestuffoflife-urdu>)
- Brother Imran (<https://www.youtube.com/@brotherimranpk>)

FEATURED IN MEDIA

Ismaili Mail – A Civil Society Media (October 26, 2016)

- Featured in the Ismaili Muslim Artist category for creative contributions in digital and visual arts.
<https://bit.ly/3KMhhro>

CERTIFICATIONS & COURSES

Advanced Graphic Design & Digital Marketing, WordPress Development & SEO Optimization
Office Administration & Management Training

LANGUAGE SKILLS

- English
- Urdu (Native)