

CLARA TEH



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PORTFOLIO

Education

Nanyang Technological
University

2016 - 2020

- Bachelor of Fine Arts
(Product Design)

School of the Arts
Singapore

- International Baccalaureate
(IB) Diploma

Skillsets

Adobe Photoshop
Adobe Illustrator
Adobe Indesign
Adobe Premier Pro
Clip Studio Paint
Rhinoceros
KeyShot
Microsoft Word
Microsoft Excel
Microsoft Power Point
iMovie
GarageBand

Dear Sir or Madam:

I am a Product Design major with a strong interest in illustration! This gives me a wider range of perspectives and influences my approach to design, drawing on 3D and 2D elements together in my works. As a product designer, user needs are an important consideration to me, and I am a practical thinker who insists on creating designs both user friendly and aesthetically pleasing. My product design background informs my designs, and I find it important to have a sense of how a visual not only looks in 2D but physically in a three-dimensional space as well. I am proficient in both traditional and digital art, often utilizing a mix of both in the creation of my works. I also am capable of working in a range of different styles, both painterly and clean lined.

I have experience in merchandise making, designing and then liaising with the manufacturer to create products for sale. I am capable of managing the more administrative side of things too, opening pre-orders, sending invoices, keeping customers updated, and finally mailing them their purchases in a timely and organized manner. In order to minimize miscommunication and ensure customers were well informed of my process, I am highly capable of time management, having experience balancing multiple assessments and deadlines during the course of my studies, and during my internship as well, where I handled the design aspect of projects assigned to me and the walk-in customers that came to the shop.

Concurrently with my studies, I've also taken on several minor commission pieces from clients for digital art, communicating with them in order to deliver a piece that is to their satisfaction and in a timely manner. Hence, I have some experience working with clients. Here is a link to my [portfolio](#) for your perusal.

Work Experience

Decathlon Singapore | Cashier
January – March 2016

- Serving customers in a quick and professional manner and assisting them with their requests
- Responsible for the cash, ensuring that the amounts are accurate.
- Answering customer queries, customer complaints and refunds at the Customer Service Desk

OH! Open House –Potong Pasir
February – March 2016

- Studio assistant to artist Tan Wee Lit, part of the team tasked to physically produce the concept of his work, Alkaff Table.

Marks and Spencer | Warehouse Packer
28 May – 19 June 2017

- Part of their annual stock take, responsibilities included checking for discrepancies between the product quantities recorded in the system and what is actually present in the warehouse, ensuring that the records are up to date.

The Tatami Shop | Design Intern
13 May – 20 July 2019

- Development and conceptualisation of new lines of products for the company and creation of promotional material for online advertising and roadshows. Also facilitated customers to help solve their problems, and general upkeep of the showroom.

Exhibitions

Save That Pen [Pendamonium Installation 2014](#)

SOTA Visual Arts Graduation Show 2015

Go Global Singapore 2018: Design For Our Future Selves