



Phone: +918714884100

Address

Ashwathy House
Pallarimangalam PO
Mavelikkara
Alappuzha, Kerala, India

Date of Birth

10-02-1982

Marital Status

Married

Skills

- Designing
 - Quality Control
 - Sourcing & Procurement
 - Administration & Coordination
 - Team Work/Time Management
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- Corel Draw
 - Adobe Illustrator

Language

- English
- Hindi
- Malayalam
- Tamil

HITHA SURESH

hithahari82@gmail.com

Career Profile

As a Fashion Designer / Production Coordinator I had acquired hard technical & Commercial skills. With more than 10 years progressive experience in India & Middle East, I am an expert in Computer aided Fashion Designing, Textile / Garment Production, Textile quality controlling Managing the Textile Production Units & Administration. My role involves a blend of creativity, technical skills, and an understanding of current trends and market demands

My goals as a Garment/ textile fashion designer is to create impactful, marketable, and sustainable designs that contribute to both the brand's success and the broader fashion industry.

Professional Qualification

- Post Graduate Diploma in Computer Aided Fashion Designing & Textile Management – 2005 (Kitex Institute of Fashion Technology, India)
- Diploma in Fashion Designing-2003 (Kerala University, India)

Other Qualification

- MBA- HRM - Bharathiyar University- India
- BSc Mathematics – Calicut University-India

Experience

- **Al Bustan FZE* Al Bustan Co Packing LLC**
Designation-**Production Coordinator/Designer** (Apr2023- Jan2024)

Responsibilities:

- Managing the entire production team.
- Preparing and monitoring the production schedules.
- Planning and coordinating production activities.
- Developing strategies to meet the production goals.
- Setting up the production facility and organizing the equipment.
- Managing the production budget and tracking.
- Coasting, Quotations.
- Material Sourcing
- Performing clerical duties to support the production team. Overseeing the Production Assistant and ensuring they maintain the schedules
- Designing and creating mockup respected to the customer requirements
- Serving as a point of contact for the production team.
- Checking the inventory level and restocking them as and when required.

- **Gulf Stream Garments Factory, Ajman, UAE**
Designation- **Production Coordinator, Designer**
(June 2018-Aug 2022)

Responsibilities:

- Production follow up
- Ensure that the production will be cost effective by estimating costs and negotiating and agreeing budgets with both clients and management
- Design Development & Alignment as per customer requirements
- Managed the entire product design process, from initial market research to mood board creation to sketching/designing to delivering the end product
- Planning and organizing production schedules.
- Assessing project and resource requirements.
- Estimating, negotiating and agreeing budgets and timescales with clients and managers.
- Ensuring that health and safety regulations are met.
- Determining quality control standards

- **AWA DESIGNER BOUTIQUE Cochin, Kerala**
Designation- **Designer/ Manager** (Aug 2012-Jan 2016)

Responsibilities:

- Studying script to understand costume requirements in terms of setting, era and character attributes
- Performing research on historical periods and different regions
- Developing costume plots for characters
- Designing costumes by own ideas/ Creating new theme-based designs
- Designing garments / Jewelry as per customers choice
- Marketing and selling products
- Marketing and selling jewelry online like Craftsvilla.com
- Administration, Accounting, Banking

- **KIHRD Institute for Human Resource Development, Kerala**
Designation- **HOD- Fashion Designing** (June 2010 - July 2012)

Responsibilities:

- Heading the Fashion Designing Department/ Designing Short term Courses
- Taking classes for B.Sc Costume Designing Fashion Technology (Bharathiar University) and for 1 year Diploma in fashion designing & Garment making
- Conducting job oriented short terms courses in ornaments/costume designing, Garment Construction/Patterns making fabric painting, for village (Grama Panchayath) women welfare for self- employment

- **KITEX Garments Ltd- Cochin, Kerala, India**
Designation: **Industrial Engineer** (Auh 2006-Jun 2010)

- Fix the Production Target for the new Design Garment
- Check and Allot manpower
- Check the plan of each and every hour
- Suggest new method of operation in sewing etc
- Verify the line balance (20 hours balance
- Verify the quality of garments. Upgrading the operators) Welfare of operators/ workers
- Merchandiser - KITEX Garments Ltd. Updating the daily Consumption of material fabrics trims labels etc. for Material dept.

Guest Lecturer with Women's college (Thiruvanthapuram, Kerala, India) for Diploma in Fashion designing (6 months)

