

RESUME OF SUHANUR RAHMAN

730/3, Ibrahimpur,

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Career Objective

Diploma Engineering graduate in Civil Technology and Six month of Internship experience. I have completed a few Certified courses on computer (Web Development, Android App Development, Digital Marketing) due to my interest in working in the field of IT. I learned computer science, Programming, Blogging, beside my academic fields. I want to use my knowledge and skills to gain practical exposure and understand the inner workings of the Organization. Being a quick learner, I wish to develop a more rounded skill set and improve my job capabilities. I want the company's standards and goals to rise with the help of my own contributions.

Work Experience

- I have been working as **Research Intern** at [Centre for Qualitative Research](#) since May 2022. My responsibilities are - **Most of Technical Support, Maintain Kobo Toolbox (Questionnaire Design, xlsForm), Data Cleaning, Help to Data analysis, Data collection, Field Management, Website design and Development** etc.
- I have worked for many Clients and Organization since 2019 as a **Freelance Graphic Designer**. My responsibilities were - Social Media Post and Banner Design, Website Banner Design, Social Media Ad's Design.
- I have also worked as a **Freelance Web Designer** for local clients. I was responsible for building their websites with **WordPress CMS**. And I have worked in the freelance sector with the highest satisfaction of the client.
- I started **Blogging** in May 2021. I am still working on my own platform. I am basically develop some blogging websites, namely - **10 Minutes Blog** (www.10minutesblog.info), **Bengali Blogger** (www.bengaliblogger.com), **NoticeWiki** (www.noticewiki.com). I publish the daily life hacks, tricks, technology-based blogs, and skill development content. Visitors can read, share, and comment on any content for free.

Educational Profile

◆ Diploma-in Civil Engineering

Department : Civil Engineering

Board : Technical

Passing Year : 2021

Institute : Mymensingh Polytechnic Institute

Result : C.G.P.A 3.17 (Out of 4.00)

◆ **Secondary School Certificate (Vocational)**

Department : Civil Construction
Board : Technical
Passing Year : 2016
Institute : Technical Training Center (TTC) Mymensingh
Result : G.P.A 5.00 (Out of 5.00)

Trainings & Extra Curricular Activities

❑ **Industrial Attachment – Civil (Internship)**

Department : Civil
Organization : Public Works Department (PWD), Gazipur
Year : February 2020
Duration : 06 Month

❑ **Fundamentals of Digital Marketing**

Organization : Google LLC
Year : May 2021
Duration : 40 Hours

❑ **Web Design and Development**

Organization : Leveraging ICT Division of Bangladesh
Year : March 2018
Duration : 06 Month

❑ **Android App Development**

Organization : ICT Division of Bangladesh
Year : May 2018 to November 2018
Duration : 200 Hours

Computer & Soft Skills

- ✓ Operating System: WINDOWS 11, 10, 8, 7 and LINUX (Debian Based Operating System)
- ✓ Microsoft Office: MS Word, MS PowerPoint, and MS Excel.
- ✓ Design: Adobe Photoshop CC, AutoCAD 2D & (3D-Basic)
- ✓ Web Development: HTML5, CSS3, PHP, JavaScript
- ✓ WordPress: Website Design, Theme Customization, build any types of websites using WordPress.
- ✓ Android App Development: Programming Language – JAVA
- ✓ Social Media Marketing & Management: Facebook, Twitter, LinkedIn, Instagram.
- ✓ Kobo Toolbox Questionnaire Design, Data cleaning.
- ✓ Search Engine Optimization (SEO), Off-Page SEO, On-Page SEO, Technical SEO.
- ✓ Content Writing
- ✓ Google AdSense – Monetize website with Google AdSense
- ✓ Digital Marketing.

Language Skill

- **Bangla:** Excellent in reading, writing, speaking, and listening.
- **English:** Fluent in reading and writing and moderate in speaking.

Interests / Hobbies

- ↳ Reading Books
- ↳ Movie, Media
- ↳ Traveling
- ↳ Nature and Environment
- ↳ Learning to Code

Personal Information

Name : Suhanur Rahman (Suhan)
Father's Name : Late. Nurul Islam
Mother's Name : Muzida Khatun
Present Address : 730/3, Ibrahimpur, Mirpur-14, Dhaka -1216
Permanent Address : Village- Raghunathpur, P.O: Alipur, Post Code: 2216,
Upazilla-Fulbaria, District- Mymensingh.
Date of Birth : 04 February 2000
Religion : Islam
Blood Group : B (+ve)
Nationality : Bangladeshi (By Birth)
Marital Status : Single.

Reference

Muhammad Mahbubul Islam Bhuiyan

Founder|Technical Director
Centre for Qualitative Research
106/ Ibrahimpur, Dhaka
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Md. Jamshedul Alam

Chief Instructor,
Civil Technology
Mymensingh Polytechnic Institute
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Declaration

I would take this opportunity to thank you for going through my resume and would request you to consider me for the area suitable to my qualification in your prestigious organization. The information provided above is up to date and correct.

Signature:



17-07-2022