

MUHTASIM IBTEDA SHOCHCHO

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📍 Sector 14, Road 19, House 23, Uttara, Dhaka



Objective

I'm experienced in front end web designing, data analysis, data entry. And I'm highly interested to work in management sector and software development as well. I've worked with team before, so I'm super confident to work with team. As I'm a heavy grinder so I love learning with team and also to learn new technologies as well.

Experience

2022 - Present

IEEE Computer Society IUB Student Branch

Logistics Coordinator

Planning strategies and managing logistics, member needs, warehouse and faculty needs is my core responsibility.

Coordinating, optimizing and directing full order cycle.

Keeping track of quality, quantity, delivery time and efficiency needed for an event.

Negotiating with manufacturers, service providers and consumers.

Resolving arisen problems and complains.

Arranging catalog goods and planning routes.

2021 - Present

IEEE CS Iub Student Branch

Graphics Designer

My responsibility is to design visuals for different events arranged by my club.

Schedule projects for defined events/ government holidays.

Developing illustrations, poster, banner and other visuals using software or by hand.

Testing graphics across different media.

Ensuring final graphics and layouts that is visually appealing.

Amending design after feedback

Use appropriate colors and layout for graphics.

Conceptualizing visuals based on requirements.

2022 - Present

IUB Esports Club

Graphics Designer

My responsibility is to design visuals for different events arranged by my club.

Schedule projects for defined events/ government holidays.

Developing illustrations, poster, banner and other visuals using software or by hand.

Testing graphics across different media.

Ensuring final graphics and layouts that is visually appealing.

Amending design after feedback

Use appropriate colors and layout for graphics.

Conceptualizing visuals based on requirements.

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IUB

Event Volunteer

I do volunteering in different events with the organizing team making sure to arrange and conduct the event with perfection.

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IEEE CS Student Branch

Workshop Instructor

I'm also experienced in conducting workshop for students. Recently I took web design and graphics design workshop.

Education

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|---------------------|---|
| <i>2015-2017</i> | Cambrian School and College SSC GPA5 |
| <i>2017-2019</i> | Milestone College HSC GPA 5 |
| <i>2020-Present</i> | Independent University Bangladesh CSE |

Skills

Communication

Web Development (HTML, CSS, JavaScript, php, Basic React)

Programming (C++, Python, Java, Php, JavaScript)

Data Analysis and visualization with python (numpy, pandas, seaborn, matplotlib)

Communication

Google Docs, Google form

MS Word, Ms Excel

Graphics Design (Adobe Illustrator, Photoshop)

Communication

Team Work