

# Nazmeen Khan

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## SUMMARY

Dedicated and detail-oriented Information Technology student with a strong foundation in programming, web development, and data structures. Experienced in leadership and project management roles, including administrative and social media management positions, where I honed skills in content creation, event coordination, and effective communication. Proficient in technologies like React, Node.js, Next.js, MongoDB, and the .NET framework, with a keen interest in applying both technical and organizational skills to contribute effectively in a dynamic tech environment. Known for adaptability, innovative problem-solving, and a collaborative mindset, I'm eager to bring my technical and managerial expertise to impactful projects.

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## EDUCATION

**SIES College of Arts, Science & Commerce**

Navi Mumbai, India

Bachelor of Science (Information Technology); CGPA : 9.3

**August 2022 – April 2025**

**S. S. High School & Jr. College**

Navi Mumbai, India

Higher Secondary School Certificate (HSC); Percentage : 75.43

**February 2022**

**S. S. High School & Jr. College**

Navi Mumbai, India

Secondary School Certificate (SSC); Percentage : 86.40

**March 2020**

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## SKILLS

- **Languages :** HTML, CSS, C , C#, C++, Python, Java, SQL, JavaScript, NoSQL, .NET Framework,
- **Tools :** MS Excel, MS PowerPoint, MS Word, Canva, Wordpress, Bootstrap, React.js, Node.js, Next.js, Express.js, MongoDB, AI Tools, Prompt Engineering
- **Platforms :** Visual Studio Code, IntelliJ IDEA, Visual Studio, IDLE, PyCharm, NetBeans IDE, TurboC, Flutter
- **Soft Skills :** Team Management, Project Management, Event Management, Communication, Leadership, Critical Thinking & Problem Solving, Exploring new things

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## WORK EXPERIENCE

### Internships

**Currently working as Web Development intern, Java intern, Artificial Intelligence intern, ReactJS Developer intern at CODSOFT**

- CODSOFT is an IT Consulting Organization, it provides multiple online internship offers.

- I am learning various concepts of Web Development, Java, Artificial Intelligence, ReactJS

#### **Administrative Volunteer**

##### **CLOUD 3.0 – IT departmental fest of SIES College, Nerul**

- Assisted in the coordination of administrative tasks such as filing, data entry, and photocopying documents.

#### **Administrative Head**

##### **Project & Consultancy Committee – SIES College, Nerul**

- Developed and implemented administrative policies and procedures.
- Coordinated the preparation of reports, presentations, budgets, and other documents related to administrative activities.

#### **Social Head**

##### **MATH Association – SIES College, Nerul**

- Organized activities for community members to engage in socialization and networking.
- Developed communications strategies to promote to organization's missions and goals.

#### **College Coordination Head**

##### **CLOUD 4.0 – IT departmental fest of SIES College, Nerul**

- Worked with cross-functional teams to achieve goals.
- Collaborated closely with team members to achieve project objectives and meet deadlines.
- Coordinated with different multiple colleges for the fest participation.

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## **PROJECTS**

- Notepad Clone
- Snake Game
- Typing Speed Tester
- QR Code Generator
- Email Validator using RegEx
- Email Validator
- Tic Tac Toe Game
- Chatbot
- Portfolio
- Landing Page

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## **HOBBIES**

- Drawing & Painting
- Reading
- Innovating new things
- Exploring

- **Travelling**

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## **CERTIFICATES**

- **Certificate of Completion of Workshop on ChatGPT & AI Tools**