

From:A.Ramesh Raoufi

City: Herat

Date: 3/ 31 / 2023

Position: Intern

To whom it might concern,

I am writing that express you my deep interest for being as an Intern in your organization in **Herat** province. I believe that my skills, experiences and knowledge set would be a great match for this position. I have a strong knowledge of working with a team, organizing, observing a group with different perspectives, and form bonds with different people and I have gained a lot of experiences and knowledge during studying, working with trained and inspiring colleagues. There is more depth in my skills in my resume which I would appreciate you looking over.

I am certain that my knowledge, skills and experience set would make me a great candidate for this position as well as a great asset to your organization. I have enclosed herewith my resume and other documentation for your kind consideration. I appreciate your consideration and look forward to hearing from you.

Sincerely:

Ramesh Raoufi

# Ramesh Raoufi

**Address:** 5<sup>th</sup> district, Golestan street, Herat, Afghanistan.

**Phone:** +93792433050

**Email:** [rameshraoufi1@gmail.com](mailto:rameshraoufi1@gmail.com)

**Date of Birth:** 2001/ 3 / 21

## Personal Profile Summary

---

A focused, organized and responsible Digital Marketer with ability to work in diverse environment and maintain professional relationship with people.

## Key Skills

---

- Able to prioritize tasks and workloads in order of importance.
- Strong team-building skills and Proven ability to manage through others
- Excellent communication and persuasion skills
- Fast learner

## Experiences

---

### Web Developer

HaqNet Company ----- Herat

Dec, 2021 --- May, 2022

- Designed and developed user friendly website
- Checked out page that increased user click and subsequently customer purchases
- Fixed bugs from existing websites
- Designed responsive websites

### Digital Marketer

HaqNet Company ----- Herat

May, 2022 --- Feb, 2023

- Performed Search Engine Optimization (SEO)
- Email marketing in order to promote company's services and increasing sales.
- Created content for various social media platforms like Facebook, Telegram and Instagram
- Supported the Marketing Manager with any task as assigned

## Education

---

**Computer Science Faculty / Herat University, Afghanistan.**

*(2020- present)*

**Hewad High School / Herat, Afghanistan**

*Graduated (2018)* Total Subjects: 14 Average Grade: (A) 80%

## Projects

---

- Creator and Developer  
[www.haqnet.com](http://www.haqnet.com) ( with WordPress)  
[www.ariaapollohospital.com](http://www.ariaapollohospital.com)( presently working with my friends )
- 

## Language

No	Languages	Speaking	Listening	Reading	Writing
1	<b>Dari</b>	Native	Native	Native	Native
2	<b>Turkish</b>	Good	Good	Good	Fair
3	<b>English</b>	Good	Good	Good	Good

## Skills

---

- ☐ HTML, CSS, Bootstrap, Java, JavaScript, SQL
- ☐ WordPress (Operator)
- ☐ Git and Github

### Relevant Courses

- ☐ Algorithm
- ☐ Data Structure
- ☐ Database management system (DBMS)

## References

---

References will be provided when request.