

RESUME OF

Rufaida Sarwar, Student

Contact Details:

Email: rufaidasarwar@gmail.com

Phone Number : 01400198957

Address: 78/5B R.K. MISSION ROAD, GUPIBAGH , DHAKA-1203

Nationality: Bangladeshi

Education Background:

- **B.Sc. in Biochemistry and Biotechnology**

Independent University, Bangladesh (2022-current)

- **Higher Secondary Certificate Examination**

South Point School & College, 2021

- **Secondary School Certificate Examination**

South Point School & College , 2019

Language skills: Bangla & English

Experience:

- **Research Assistant**

CSE Department, Independent University, Bangladesh, September 2023 - current

- Wrote reports to summarize data and implications of results.
- Followed up with research study participants to acquire additional data or resolve data inaccuracies.
- Created presentation slides and posters to help researchers present findings.
- Set up, calibrated and maintained field or laboratory equipment as per study requirements.
- Maintained accurate records of interviews, ethically maintaining confidentiality of subject

Experience:

- **Student on Duty**

Independent University, Bangladesh, September 2022- current

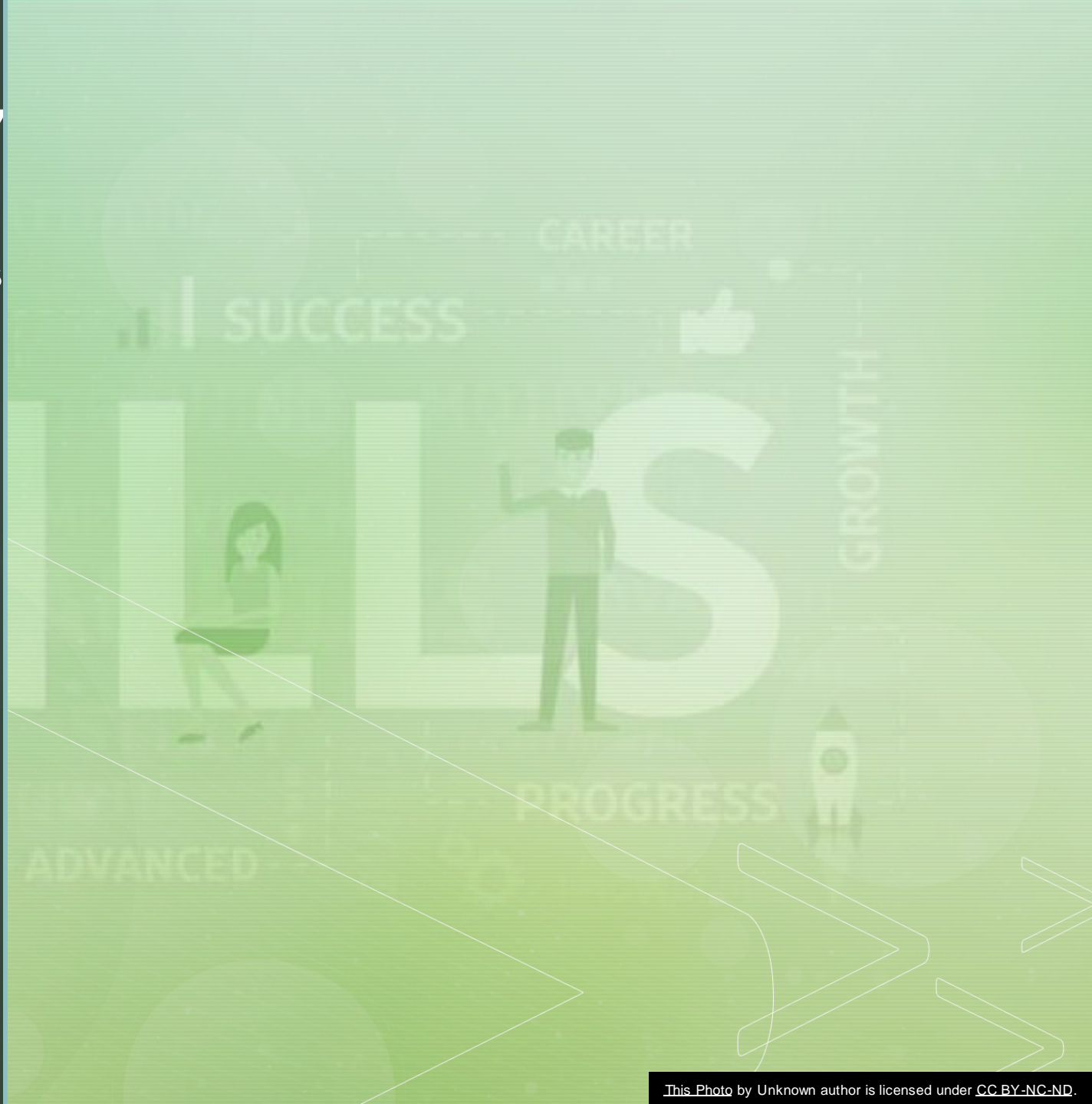
- Give back to community by volunteering with organization.
- Assisted course teacher by helping organize spaces, pass out materials and answer questions about course material.
- Developed keen interest in my major subject and worked with instructors to formulate optimum career pathway.
- Completed assignments, special projects and group work on time and achieved good marks.
- Fulfilled demands of work-study placement with organization, building deeper understanding of field and gaining professional experience.

Skills and Voluntary Works:

- Reading assignments
 - Detail-orientated
- Proofreading and editing
- Course material preparation
 - Assignment monitoring
 - Microsoft word
 - Microsoft Powerpoint

Voluntary Works :

- Worked as a Volunteer in IUB film Club orientation, Summer 2023.



Hobbies and Accomplishments:

- Painting
- Calligraphy
- Travelling
- Videography

Accomplishments:

Secured 2nd position in the Wall Magazine group segment in the 6th National English Carnival powered by THE DAILY STAR.