

# Md Saifur Rahman Khan

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## EXPERIENCE

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### Senior Content Strategist

Mar. 2020 – Present

*Axilweb*

*Dhaka, Bangladesh*

- Complete product launching, content planning, and strategy for *Crewlix* and *RaffleDesign*. The former is an HR solution for digital businesses, and the latter is a platform created for designers to freelance their skills.
- Working with the business team to come up with a Digital Marketing Strategy.
- Writing microcopy (UX Writing) and assisting design teams on digital products.
- Writing promotional website copy with SEO in mind to promote products.
- Writing blogs, helpful resources, and technical guides to educate users.
- Editing and reviewing team members' work to ensure consistency.
- Hiring, mentoring and supervising new recruits.

### Technical Writer

Feb. 2018 – Feb. 2020

*JoomShaper*

*Dhaka, Bangladesh*

- Writing resourceful and promotional blogs for new and existing products.
- Working actively with the design team to create branding materials.
- Writing helpful guidelines and tutorials for existing products.
- Writing articles and reviews on third-party platforms to promote the company.
- Writing developer documentation for new and existing products.
- Ensuring software quality and performing software testing before proceeding to write documentation.
- Regularly updating company website content to sync with current analytics.
- Writing documentation for: **SP Page Builder**, Joomla 4 AdminUI, Joomla Plugins, Joomla Templates.

### Technical Writer

Feb. 2018 – Feb. 2020

*Themeum*

*Dhaka, Bangladesh*

- Creating text/video tutorials to help customers leverage the best output on their purchased products.
- Crafting engaging newsletter to promote software products and notify updates.
- Writing copy for software products on their respective websites.
- Collaborating with the marketing team to develop a content marketing strategy.
- Writing video scripts to promote newly launched products.
- Reviewing team members' work to make sure quality content is being delivered.
- Writing documentation for: **Tutor LMS**, Qubely Blocks, WP Mega Menu, WordPress Themes.
- Representing the organization at international events.

## EDUCATION

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### City University

Dhaka, Bangladesh

*Bachelor of Computer Science & Engineering in Software Engineering*

*Feb. 2013 – Apr. 2017*

### University of South Asia

Dhaka, Bangladesh

*Master of Computer Science*

*Sep. 2020 – Oct. 2021*

## TECHNICAL SKILLS

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**Languages:** C/C++, Python, HTML/CSS

**Frameworks:** WordPress, Joomla

**Developer Tools:** Git, VS Code, Eclipse, Markdown, LaTeX

**Tools:** Figma, Monosnap, Skitch, G Suite

**Expertise:** SEO, UX Writing, Technical Writing, Blogging, Copywriting, Website Content, Digital Marketing, Whitepaper, Newsletter, Documentation, Editing

**Interests:** API Doc, Developer Doc, Data Analytics, Machine Learning, Web Development