



MUSTAFA UMAR

CONTACT

+923245283434

mustafaumar2001@gmail.com

House no 441 street 16
Chaklala Scheme 3 , 46000
Rawalpindi, Pakistan

EDUCATION

2020 - 2024

FOUNDATION UNIVERSITY
RAWALPINDI CAMPUS

- Bachelors in Computer Science

2018 - 2020

PUNJAB COLLEGE, AYUB PARK
CAMPUS

- Intermediate in Computer Science

2016 - 2018

GRAMMAR SCHOOL RAWALPINDI

- Secondary School Certificate
(SSC)

SKILLS

- Web Development
- Programming Languages
- Database Management
- Software & Tools
- Email Marketing
- Data Handling
- Content Creation

LANGUAGES

- English Spoken (C1)
- English Listening (C2)
- English Reading (C2)
- English Writing (C2)

WORK EXPERIENCE

Vali Sports, New Jersey

2021 - current

Virtual Assistant

- Provide comprehensive virtual support and optimize workflow efficiency.
- Design and execute compelling marketing emails, and drive higher engagement rates.
- Author and edit articles and blog posts, significantly contributing to the company's content strategy.
- Edit videos and photos using Adobe software, elevating the quality of marketing materials.

KKWoodTech, Rawat

2023

Website Developer

- Led frontend development, utilizing HTML, CSS, JavaScript, and Bootstrap to create visually appealing website that enhanced user experience.
- Independently developed backend functionalities using PHP, enabling dynamic content management and CRUD operations.
- Managed databases with MySQL and JSON, ensuring efficient data storage, retrieval, and overall website performance.

ACADEMIC PROJECTS

Virtual Keyboard

2023 - 2024

- Used Python with OpenCV and CVzone to create real-time hand tracking software for a virtual keyboard
- Designed the mobile application structure using Kivy

E-commerce Website Development

2022

- Collaborated in a team to enable seamless data management.
- Worked on the website's frontend using HTML, CSS, JavaScript.
- Contributed to backend development with PHP.
- Used MySQL and JSON for efficient data handling

HOBBIES

Fitness Enthusiast

Football

Socializing