# Muhammad Farooq

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## ABOUT ME

Enthusiastic Bachelor of Information Technology student with a stellar 3.96 CGPA seeking an internship opportunity in front-end web development. Eager to enhance proficiency in HTML, CSS, Bootstrap, and JavaScript, while also building a solid foundation in C++. Demonstrated ability to create responsive and visually appealing web interfaces. Eager to apply classroom knowledge and practical skills in a professional environment to contribute effectively to web development projects. Strong work ethic, quick learner, and excellent team player, ready to embark on a journey of learning and growth in the field of web development..

## EDUCATION AND TRAINING

### Intermediate
*Fg Liaqat Ali Degree college Rawalpindi* [ 02/05/2018 – 09/05/2020 ]

**City:** Rawalpindi | **Country:** Pakistan

### Bachelor of sciences in Information & Technology
*International Islamic University Islamabad* [ 13/08/2022 – 07/08/2026 ]

**City:** Islamabad | **Country:** Pakistan

### Online Courses

➢ **Wordpress course**
➢ **Freelancing course**
➢ **HTML course**
➢ **CSS course**

## LANGUAGE SKILLS

**Mother tongue(s):** Urdu

**Other language(s):**

**English**

**LISTENING** C1 **READING** C1 **WRITING** C1

**SPOKEN PRODUCTION** B2 **SPOKEN INTERACTION** B1

*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

## DIGITAL SKILLS

### Academic Skills:

- Knowledge of HTML, CSS, JavaScript
- Bootstrap and Tailwind CSS
- Familiar with C++ and JavaScript
- Web Development
- Cyber security Awareness
- Database Management
- Professional Practices

### Core Skills:

Virtual Assistant

Project Management

Quick Learner

WordPress

Digital Marketing

Communication & Presentation

Decision Making

## WORK EXPERIENCE

**Virtual Assistant (Remote)**
*Fiverr* [ 07/02/2022 – Current ]

- Expert in job market navigation.
- Proficient in diverse job search techniques.
- Customize searches based on client needs.
- Streamline job searching and application.
- Keep clients updated with responsive notifications.
- Skilled in data entry tasks.
- Deliver accurate and efficient data entry services within tight deadlines.

**Digital Marketing (Remote)**
*SkinDeepTouch* [ 16/02/2023 – 15/05/2023 ]

**City:** Milan | **Country:** Italy

- Successfully collaborated with influencers to promote a clothing brand based in Italy.
- Established partnerships with relevant influencers to enhance brand visibility and reach target audiences effectively.
- Leveraged influencer partnerships to execute successful promotional campaigns, driving engagement and sales for the clothing brand.
- Demonstrated tangible results in increased brand awareness, customer engagement, and sales through effective influencer marketing strategies.