

# Zainab Asim

## Software Engineer

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### Professional Summary

Detail-oriented and tech-savvy professional with a strong foundation in Software Engineering, specializing in remote roles across QA, Project Management, Backend Development, and Virtual Assistance. Adept at managing cross-functional tasks, ensuring product quality, and collaborating across tools like Jira, Notion, GitHub, and Postman. Known for proactive communication, problem-solving, and adaptability in asynchronous team settings.

### Education

<b>National University of Computer and Emerging Sciences (Fast)</b>	Lahore, Pakistan
Bachelors in Software Engineering	2021-2025
<b>Kips College</b>	Lahore, Pakistan
Intermediate (Pre Engineering)	07/19 – 08/21
1032/1100 (A+)	
<b>Kips Girls School</b>	Lahore, Pakistan
Matriculation (Science Group)	July 2019
1014/1100 (A+)	

### Experience

<b>Mindrifit</b>	Remote
<b>Domain Expert</b>	June 2024 –Present
<ul style="list-style-type: none"><li>• Enhanced AI language model accuracy by refining prompt structures across varied contexts.</li><li>• Collaborated with global QA teams via Notion, GitHub, and Slack.</li><li>• Delivered feedback to improve automated outputs and documentation processes.</li></ul>	
<b>Freelance</b>	Remote
<b>Web &amp; Admin Support</b>	Jan 2023 –Present
<ul style="list-style-type: none"><li>• Designed and maintained client websites using HTML, CSS, and JavaScript.</li><li>• Assisted with documentation, meeting notes, and scheduling across remote teams.</li><li>• Supported small teams with data entry, QA testing, and admin coordination using Trello, Notion, and Google Workspace.</li></ul>	
<b>Abacus Consulting</b>	Remote
<b>Intern – SES Practice Area</b>	July 2024
<ul style="list-style-type: none"><li>• Supported the Strategy Execution &amp; Solutions (SES) team in creating process maps, organizing documentation, and preparing client-facing materials.</li><li>• Attended strategy meetings and helped align business objectives with project workflows.</li><li>• Learned Agile project practices and client communication in a consulting environment.</li></ul>	

## Projects

Candy Crush (Programming Fundamentals)

- Developed using Html/CSS, JS, C++

LESCO Management System (Intro to Software Eng.)

- Implemented by C++

Facebook (Object Oriented Programming)

- Developed a console-based clone of Facebook using C++

Nadra: Automation of Token System (Business Process Engineering)

- Automated Nadra's token system using Camunda for workflow automation, Java for backend development, and web technologies for frontend development. Streamlined processes, minimized manual intervention, optimized workflow, and improved user experience with real-time monitoring and scalable design.

Nimbus (Software Design and Architecture)

- Designed Nimbus, a weather app with geolocation, search, comprehensive data, layered architecture, SQLite storage, dynamic UI (Servlet JSP), and Java for business logic.

Ottomate (Web Engineering)

- Developed Ottomate, a Notion clone, using Next.js for frontend, Node.js for backend, and MongoDB for database management.

Travel Planner App (Human Computer Interaction)

- Developed a Travel Planner app with HTML/CSS, JavaScript, and SQL.

Car Rental System (Database Systems)

- Developed a Car Rental System using PHP, HTML/CSS, JavaScript, and MySQL.

Waave an online Music App (Software Requirement Engineering)

- Developed Waave, an online music app similar to Spotify, using HTML/CSS, JavaScript, and SQL.

## Certifications

- C++ for Programmers (11/21) **Udacity**
- Introduction to Front End (02/22) **Coursera**
- HTML and CSS in depth (10/22) **Coursera**
- Foundations of Front End Web Development (03/23) **Udemy**
- Building No-Code Apps with AppSheet: Foundations (07/25) **Google Cloud**
- Building No-Code Apps with AppSheet: Implementation (07/25) **Google Cloud**
- Building No-Code Apps with AppSheet: Automation (07/25) **Google Cloud**

## Skills & Interests

### Skills

- **Front-End Development:** HTML5, CSS3, JavaScript (ES6+), React.js, Tailwind CSS, Bootstrap
- **Back-End Development:** Node.js, Express.js, REST APIs, PHP (basic)
- **Database Management:** MySQL, MongoDB, SQLite
- **Testing & QA:** Manual Testing, API Testing, Postman, Test Case Writing, Bug Reporting
- **UI/UX & No-Code Tools:** Figma (basic), Google AppSheet (Foundations, Implementation, Automation)
- **Project & Collaboration Tools:** Jira, Notion, Trello, GitHub, Slack, Zoom, Google Workspace, Microsoft Office
- **Development Practices:** SDLC, Agile, Scrum, Documentation Writing, Remote Team Coordination
- **Soft Skills:** Strong written and verbal communication, time management, remote collaboration, problem-solving, attention to detail

**Language:** Urdu (Native), English (Advanced Proficiency)

**Interests:** Keen interests in Politics and Global Affairs, Reading Books, Singing

**Extra-Curricular Activities:**

- **GDSC FAST – Head of Research and Planning** (Feb 2024 – Dec 2024)

Led research & planning at GDSC FAST, aligning events with student needs and tech trends. Developed frameworks

and supported event execution.

- **Career Counselling Society – Head of Team Liaison** (*Jan 2024 – Nov 2024*)

Coordinated logistics and communication for large-scale career events. Managed liaison teams and speaker relations.

- **Career Counselling Society – Volunteer Team Liaison** (*Feb 2023 – Dec 2023*)

Supported execution of professional events. Strengthened team coordination, public relations, and internal communications.

- **SOFTEC – Volunteer, Decor Team** (*Jan 2022 – Dec 2022*)

Executed creative setups and visual themes for one of the biggest student-run tech events in the region.

- **FAST Music Society – Volunteer** (*Nov 2021 – May 2022*)

Contributed to the university's music society through singing, rehearsal participation, and fostering musical culture.