

IMAMUL KADIR

Address: [Mirpur, Dhaka](#)
Phone: [+8801717836672](#)
E-mail: imamulkadiroyan@gmail.com
GitHub: <https://github.com/imamulkadir>
LinkedIn: <https://linkedin.com/in/imamulkadir>



EXPERIENCE

Filing Lead – Wall Street Docs – WSD (*June 1st, 2024, to till date.*)

- Managing and maintaining the core workload, ensuring it contains precise and pertinent information.
- Assigning tasks to team members, ensuring equitable distribution of responsibilities.
- Receiving files in a timely manner, conducting thorough reviews, and submitting them to the U.S. Securities and Exchange Commission (SEC) to adhere to regulatory requirements.
- Providing training to new team members, assigning daily tasks, and monitoring their work quality and efficiency.
- Assisting team members with any issues they encounter and ensuring the smooth operation of the filing process.

Assistant Team Lead - Apurba Technologies Ltd. (*September 15th, 2023, to May 31st, 2024*)

- Managing and maintaining the core workload, ensuring it contains precise and pertinent information.
- Assigning tasks to team members, ensuring equitable distribution of responsibilities.
- Receiving files in a timely manner, conducting thorough reviews, and submitting them to the U.S. Securities and Exchange Commission (SEC) to adhere to regulatory requirements.
- Providing training to new team members, assigning daily tasks, and monitoring their work quality and efficiency.
- Assisting team members with any issues they encounter and ensuring the smooth operation of the filing process.

Filing Specialist – Apurba Technologies Ltd. (*March 2021 to September 15th, 2023*)

- Converting Word documents into web pages tailored for various banks in the United States.
- Thoroughly reviewing and editing files while comparing them to the original Word document to ensure consistency and accuracy.
- Converting, editing, and submitting the files to the U.S. Securities and Exchange Commission (SEC) to meet regulatory requirements.

Analyst – Business Development – IMPIT Ltd. (*November 2020 to February 2021*)

- Analyzing data to derive insights and make data-driven recommendations for the company's development.
- Managing U.S.-based clients through daily phone communication, ensuring their needs and expectations are met.

Student Prefect - Daffodil International University Summer 2017 - Spring 2020 Dhanmondi, Dhaka

Responsibilities: Collaborating with course teachers to maximize the throughput of the course by providing necessary guidelines, materials and assistance to the students as well as organizing interactive quizzes and keeping track of their academic projects throughout the semester.

Courses: Programming and Problem Solving, Database Management Systems, Web Programming

ACADEMIC BACKGROUND	B.Sc. in Computer Science and Engineering, <i>Daffodil International University, Class of 2020</i> Undergrad Thesis Title: aEye: SAFE NAVIGATION IN FOOTPATH FOR VI-SUALLY IMPAIRED USING COMPUTER VISION TECHNIQUES Technology Stack: Machine Learning, Deep Learning, Computer Vision, Python Supervisor: Subroto Nag Pinku CGPA: 3.70	
	Higher Secondary Certificate (H.S.C) Group: Science <i>Notre Dame College, Class of 2014</i> GPA: 5.00	
	Secondary School Certificate (S.S.C) Group: Science <i>Kishoreganj Govt. Boys' High School, Class of 2012</i> GPA: 5.00	
	Board Scholarship - General, 2006 Primary School Certificate Exam	Board Scholarship - General, 2012 Secondary School Certificate Exam
PUBLICATIONS	Conference Paper(s) Md. Afif Al Mamun, Imamul Kadir , Abdullah Al Azmi, AKM Shahariar Azad Rabby, “Bangla Music Genre Classification Using Neural Network”, SMART 2019, Moradabad, India. (IEEE) DOI: 10.1109/SMART46866.2019.9117400	
SKILLS	Languages: PHP, Java, Python, C, JavaScript. Web Development: HTML, CSS. IDE/Tools: Adobe Dreamweaver, Visual Studio Code, Android Studio, Code Blocks, Git, GitHub, MySQL Workbench, phpMyAdmin, Microsoft Office Database Systems: MySQL, Access Library/Frameworks: WordPress, Bootstrap, jQuery Operating Systems: Windows 7/8.1/10, Linux	
UNDERGRADUATE PROJECTS	Portfolio Website: Developed portfolio website, live at: imamulkadir.github.io . Technology Stack: JavaScript, HTML, CSS, jQuery, Bootstrap Text Recognition: An android app to detect text from live image. Technology Stack: Firebase ML Kit, Java. Covid-19 Self-Assessment: A simple website to identify if an individual needs to consult a doctor or not regarding the symptoms he/she has. Technology Stack: HTML, CSS, Bootstrap, JavaScript. Calculator: Simple calculator with basic operation. Technology Stack: HTML, CSS, Bootstrap, JavaScript.	
CERTIFICATIONS	Front-End Web UI Frameworks and Tools: Bootstrap 4 Certificate: coursera.org/share/321af908e09f3f8e04c347a9612c21c6 Website Development (HTML, CSS) – Intermediate Certificate: udemy.com/certificate/UC-67bbd294-e4cd-4c93-b725-12a8062ffd53 HTML, JavaScript & Bootstrap – Certification Course Certificate: udemy.com/certificate/UC-47a54e2e-5049-4af8-9bb8-d7d142e9e7a9 The Complete WordPress Website Course Certificate: udemy.com/certificate/UC-2a1ee347-e146-4b74-9b54-7eb064d5f7c2 Certified Facebook Marketing Professional CPD Accredited Certificate: udemy.com/certificate/UC-6ea421cd-b0f1-4887-a9e9-e2203b100378 Email Writing & Etiquette: Business Communication at Work Certificate: udemy.com/certificate/UC-7bbab084-948a-496e-b653-0f2ebb5143fc	

INTERESTS

Academic: Problem Solving, Data Analyzing, Web Development.

Personal: Reading, Writing, Gaming, Travelling, Listening to Music.

REFERENCES**Arif Arman**

*Assistant Manager, Technical Sales,
AIIM Global Limited,
Kawran Bazar, Dhaka, Bangladesh
Email: arif.arman@aiimglobal.com*

Subroto Nag Pinku

*Software Developer,
Siemens Digital Industries Software,
Plano, Texas
Email: subroto.npi@gmail.com*