



KHADAR KHAN J

Full Stack Web Designer & Developer

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- <https://khadarjks.github.io/portfolio/>

PROFILE

A Full Stack Web Designer and Developer specializing in responsive websites and web applications for various domains. Having a detailed understanding of Front-end and Back-end Development.

SKILLS

Front-End

- FIGMA
- PHOTOSHOP
- HTML
- CSS
- BOOTSTRAP
- JAVASCRIPT
- JQUERY
- REACT
- WORDPRESS

Back-End

- NODE
- MONGODB

CAREER

- 2019 - Present** **Backend Support & Admin** **Halal India Pvt. Ltd.**
- Backend Support**
- Preparation and Updation of Halal Certificates
 - Interacting with client to accomplish their requirements through mail or telecommunication
 - Storing the informations of clients and providing to the concern departments
- Admin**
- Managing the confidential documents of the organisation
 - Issuing ID cards, Access cards and Business cards to the Office Staffs and maintaining as records
 - Courier Despatch and Assets Management
 - Ticket Bookings and Event Organizing
- 2018 - 2019** **Customer Relationship Officer** **Bharti Airtel**
- Resolved concerns with products and services to help with retention and drive sales
 - Built positive relationship with customers to increase repeat business
 - Managed cash control, store opening and closing procedures
- 2017 - 2018** **Assistant Processing Officer** **CAMS**
- KYC Process for Mutual Funds

CERTIFICATION COURSE

- 2023** **Full Stack Web Designer & Developer** **WebD School**

EDUCATION

- 2014 - 2017** **B.Sc (Computer Science)** **The New College**