CAREER SUMMARY

- Innovative professional with more than 4 years of experience in Software Development & Management with a sound background in Automation.
- Proven track record of increasing revenue, & streamlining workflow.
- Expertise in automation, programming, web/graphic design, & customer service.
- Highly skilled in creating effective time-efficient algorithms to improve efficacy, & overall process flow of the systems.

- *"What differentiates me from others is the pure love for computers which in the first place led me to this journey & it also explains why this work doesn't seem like a chore but rather a joyful experience".*

PROFESSIONAL EXPERIENCE

Axiom Telecom,
MIS Coordinator/Front End Developer
Mar 2019 – Oct 2020
Dubai, United Arab Emirates

MIS Coordinator/Programmer
- Ensure the proper working of the server side system data using different programming languages like Python, C++ etc.
- Reduce the time required to download information to the systems.
- Management of critical/confidential data using different algorithms.
- Automate the process of certain system programs using Selenium, Katalon, Groovy etc.
- Creating strategies to solve key problems to improve the overall efficiency of the organization.

Front-End Web Developer/Graphic Designer
- Generate business through the website using different strategies, like SEO, Ads Etc.
- Ensure the UI/UX captures and attracts different customers using creative design technologies.
- Full Management of the Front-End of the Official website "www.axiomcare.com".
- Updation of design elements according to the latest trends.
- Create unique graphic assets using tools like Adobe Photoshop, Illustrator etc.

Muteeb Mehraj
Software Engineer

📍 Mughal Lane,
190006 Srinagar, India

✉ muteebmrj@gmail.com

📞 +917006882218

in linkedin.com/in/muteebmrj

CORE COMPETENCIES

C, C++, Python, Groovy, Django, Js, CSS, Bootstrap, Ai, Ps, Ae, Xd, Figma, Teamwork, Customer Service, Web Design Project Management, Troubleshooting, Technical Support.

EDUCATION

University of Kashmir,
Bachelor of Computer Applications
Mar 2013 – Mar 2016
Srinagar, India

SAWPS, *Higher School*
2011 – 2012 | Srinagar, India

LANGUAGES

- English

- Kashmiri

- Urdu

- Turkish

KHAROF,
Computer Data Analyst (Part-Time)
Sep 2018 - Feb 2019 | Srinagar, India

- Analyzing data using statistical techniques and providing reports.
- Developing and implementing databases and data collection systems.
- Acquiring data from primary and secondary sources and maintain data systems.

Al-Rawaa (Remote),
Computer IT Admin/Sales Coordinator
Oct 2017 - Mar 2018 | Dubai, UAE

- Engaged in assisting the sales team wherein managed schedules and the distribution of all sales documentations.
- Ensured effective preparation and follow-up on all sales quotations made for clients and accordingly negotiated terms with the clients at the costs best suited for them.

KHAROF, *Computer Operator*
Jun 2016 - Sep 2017 | Srinagar, India
- Oversaw the daily performance of computer systems.
- Ensured proper installation of cables, operating systems and software.
- Referred hardware and software problems and defective products to vendors or technicians for service.
- Developed front-end of web applications.
- Identified and corrected performance issues.in leading personnel towards accomplishment of common goals.

CERTIFICATES

- Cyber Security Specialist

- Graphic Design Masterclass

- Adobe Photoshop CC

INTERESTS

- Drawing, Singing, Playing Guitar & Piano & so on...