



## CONTACT ME AT



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Dhaka



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Afsana-1



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## SKILLS SUMMARY

- Keyword Research, On-Page & Off-Page SEO
- SEO Content Writing & Optimization
- Social Media & Email Marketing, Lead Generation
- SEO Ranking Factor, Search Engine algorithms, WordPress
- Website Analytics (Google Analytics, Google Search Console)
- Graphic Design, PowerPoint Presentation.

## COURSES



Content Writing, On-page SEO, Off-Page SEO Course: Writing School, Duration: 3months (2019)



Digital Marketing Training: Coderstrust Bangladesh. Duration: 3months (2020)



The Ultimate SEO Training 2021 + SEO For WordPress Websites, udemy.



Professional Graphic Design Training: Creative IT, Duration: 6months (2021).

# NABILA AFSANA

## CONTENT CREATOR

### PERSONAL PROFILE

I believe myself as proactive, self-motivated, and always carry a positive attitude to learn new things & try to polish the skill sets required to thrive in challenging situations.

### WORK EXPERIENCE

#### Business Development Executive & Social Media Manager

(Full Time: Jan 2019-Oct 2020)

(Part-Time(Remote): Nov 2020- Present)

EMACO Solutions Ltd., Bangladesh | January 2019 - present

- Research, Create, Review and Develop Product Technical spec, Operation Manual, Product Catalog and Other Technical Documents.
- Create and Manage Social Media and Website Contents.
- Create Presentations for Clients and Office Training.
- Assist and Manage Graphic Designer and Web developer Team.

#### SEO Content Editor and Mentor

Writing School | Oct 2019 - March 2021

- Managed three USA based websites' contents (minitipsx.com, thefitnesskits.com, Outdoorkitsx.com)
- Responsibilities: Collecting articles from writers, Identifying Gaps, Edit Content, Publish, On-page SEO, Link building.
- Training and Mentoring 100+ students in basic and advanced web content writing and on-page SEO via Zoom Meeting.

### PERSONAL SEO PROJECT

<https://www.coderclick.com/>

<https://www.lifedir.com/>

May 2020 - Present

- Responsibilities: Keyword Research, Competitor Analysis, Content Editing, and Optimization, On-page and Off-SEO.
- Successfully Ranked Many Articles and keywords on the First Page of Google.

## PERSONAL INFORMATION

Father's Name: Ayub Hossain Ahmed

Mother's Name: Lipi Aktar

Date of Birth: 2nd April, 1994

NID No: 19945213315000297

Blood Group : O+

Marital Status: Married

Nationality: Bangladeshi

Permanent Address: Purbasharodubi,  
Milon Bazar, Hatibandha, Lalmonirhat.

## LANGUAGES

●●●● Bengali

●●● English

## EDUCATIONAL HISTORY

### BSc. in EEE

Rajshahi University of Engineering & Technology

Mar/ 2013 - Dec 2017

- CGPA 3.40 out of 4.00
- Thesis: Design and Performance Analysis of Different Shaped Microstrip Patch Antenna.
- Training: 7 Days Industrial Training at Katakhal 50 MW the peak power plant, Rajshahi.

### HSC - Science

Cantonment Public School and College, Rangpur

2010 - 2012

- GPA: 5.00 out of 5.00
- Dinajpur Board

### SSC - Science

Shah Garibullah Girls' High School, Lalmonirhat

2008 - 2010

- GPA: 5.00 out of 5.00
- Dinajpur Board

## REFERENCES

### Dr. Ajay Krishno Sarkar

Professor,

Electrical and Electronic Engineering Dept., Rajshahi  
University of Engineering and Technology

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### Anwar Ul Karim CFPS, LEED AP, PMP

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