

Nowfel Sawda

**Web developer,
Content Writer**

Nowfel

Ring Road, Mohammadpur
Dhaka 1216

(+8801617145454)
nowfelsawda@gmail.com

Skills

- Responsive Web Development (HTML, CSS, JavaScript)
- Content Writing and Blogging
- Event Hosting and Coordination
- Leadership and Team Management
- Community Engagement and Development
- Microsoft Office Suite (MS Word, MS Excel, MS PowerPoint)
- Trilingual (English, Bangla, Hindi)
- Fast Learner and Adaptable
- Remote Team Leadership (via email and dashboard systems)
- Strong Communication Skills
- Video Editing (Filmora 13, Premier Pro)
- Thumbnail Editing (Photoshop)
- Poster Making (Photoshop)

Experience

Web Developer/ (Personal,Freelance)

2023 - PRESENT, Remote

I've taken on personal web development projects, including building a family member's profile website and creating my own portfolio website. Leveraged HTML, CSS, and JavaScript to design and code these projects, ensuring they're responsive and user-friendly across devices. I am new to the field and look forward to working with clients.

Content-Writer / Non profit

2021 - 2023, Remote

As a dedicated contributor to a non-profit organization, I played a pivotal role in various aspects. I crafted written content such as scripts for events, engaging forum posts, and informative blog articles. Additionally, I took the lead in hosting events, ensuring their successful execution and creating meaningful interactions within the community. Collaborated with the team to maintain consistent messaging and support the organization's mission.

Media and communication officer / TaskVAT

2023 - Current, Remote

As a media and communication officer for an overseas country I hosted programmes for the company and its sibling companies, edited and published those videos according to the company's distinct taste. I also

leveraged myself in writing articles and biographies for the company. Part of my role required me to make poster, file vat registration, corporate tax registration with EMARA TAX as well as keep up to date with vat and tax laws.

Education

Private Candidate/O-Level

Expected graduation: June 2024, British Council, Bangladesh

Currently pursuing O Level studies as a dedicated private candidate. Balancing high school education with a proactive approach to learning and self-improvement. Eager to expand my horizons and excel in both academic and personal pursuits.

Certificates

Responsive Web Development Certificate

Acquired practical skills in designing and developing responsive websites that seamlessly adapt across devices. Proficient in HTML, CSS, and JavaScript, with a focus on creating user-friendly online experiences.

Leadership Development Certificate

Equipped with the essential principles of effective leadership, including communication, collaboration, and decision-making. Ready to take on challenges and guide teams towards success.

Community Development Certificate

Gained insights into fostering community engagement, addressing social issues, and driving positive change. Dedicated to contributing to the betterment of local communities through active involvement

projects

Please contact me via my email or phone number to see an insight on my projects