



American International University-Bangladesh

BUSINESS COMMUNICATION

Mid-Term Assignment

Submitted To:

Shibaji Mridha

Assistant Professor, Faculty

Department of English

Submitted By:

Pronoy Rahman

Id:24-56088-1

Section: Q

Department: CSE



Engineering

Full-stack Developer

60,000 - 80,000 BDT/Month

Location

Onsite (Dhaka, Bangladesh)

Job Type

Full Time

Experience

≈2+ Years

Basics & Benefits

- Exceptional work culture and environment
- Free meals, coffee, and snacks
- Full-size gym to support wellness and fitness
- Facilities for both indoor and outdoor sports
- Free shuttle service (subject to route availability)
- Parking facility (subject to availability)
- Two festival bonuses
- Leave encashment
- Loyalty bonus
- Maternity and paternity leaves
- Designated areas for male and female Muslim prayers

Ollyo is hiring a skilled Full-stack Developer to build and enhance our web applications. You'll work with ReactJS, PHP, MySQL, HTML5, and CSS3 to deliver scalable, user-focused solutions.

What You'll Do:

- Develop and optimize front-end and back-end features.
- Collaborate with designers and developers to deliver responsive, high-quality apps.
- Manage and optimize MySQL databases.
- Contribute to code reviews, scalability, and best practices.
- Develop, test, and maintain clean, efficient, and reusable code
- Troubleshoot, debug, and resolve technical issues across platforms
- Implement RESTful APIs and integrate third-party services when needed
- Ensure application security and data protection compliance
- Stay updated with emerging technologies, frameworks, and tools
- Participate in sprint planning, standups, and agile ceremonies
- Write and maintain technical documentation for future reference

What We're Looking For:

- Proven experience in ReactJS, PHP, MySQL, HTML5, CSS3.
- Strong knowledge of responsive design and database management.
- Familiarity with Git and Agile workflows.
- Problem-solving mindset and team player.

Why Ollyo?

- Join a large, innovative dev team driving digital growth.
- Work on diverse, impactful projects.
- Competitive pay, great benefits, and continuous learning.

[Apply Now](#)

COVER LETTER WORKSHEET

Preparation

1. To whom are you sending the letter?

Name (if any): Jakir Hossain

Title: Senior vice president

Company, Address: House 1, Patira, Khilkhet, Dhaka - 1229 Bangladesh

2. Based on the job announcement of keywords and what you know about the job, what is the company looking for in a candidate? (What experience, results, skills, approaches, and abilities do they need?)

- Proven experience with ReactJS, PHP, MySQL, HTML5, and CSS3.
- Strong skills in responsive web design and database management.
- Ability to collaborate in Agile teams, solve problems, and ensure code quality and scalability.

Opening Paragraph

1. What is the exact title of the job?

Full-Stack Developer

2. How did you discover the job was available? (e.g., job board, internet, placement center, professional meeting, referral, person in hiring firm, career fair, recruiter, etc.)

Cite the URL: <https://ollyo.com/job/full-stack-developer/>

3. When was it published?

October 11, 2025

4. Why are you interested in this particular job and company? (e.g., type of work, location, reputation, opportunities, etc.)

Innovative environment, Technology-driven projects and professional growth opportunities.

Middle Paragraph

1. What do you have that matches those needs? (Experience, education, results, skills, approach, abilities. Please be specific.)

- Hands-on experience developing web applications using HTML, CSS, ReactJS, PHP, and MySQL.
- Strong understanding of responsive design and user-friendly interfaces.
- Ability to work in team-based Agile environments and maintain high-quality, efficient code,

2. Determine the two or three areas that are the highest priority to the company.

- Full-stack web development.
- Optimized database management.
- Collaboration and problem-solving skills.

Closing Paragraph

1. What is the person expecting you to send? (e.g., resume, letter of interest, salary requirements, references, examples of your work)

Resume and cover letter

2. What do you want to happen after you send the resume? (An interview, a phone call, an email, etc.)

An interview

Contact Information

What is your phone and email?

Mobile: 01601566663

Email: pronyrahman15@gmail.com

Pronoy Rahman
House No-145/5 , Road No-07
Khilket, Dhaka

November 6, 2025

Jakir Hossain
Senior Vice President
Ollyo
House 1, Patira, Khilkhet, Dhaka - 1229 Bangladesh

Dear Mr. Hossain,

I am writing to apply for the position of Full-Stack Developer as advertised on the official Ollyo website. With my strong academic background and three years of practical experience in web development, I am confident that my skills and passion for innovative technology align perfectly with Ollyo's objectives.

I completed my B.Sc. in Computer Science and Engineering from American International University-Bangladesh in 2021 with a CGPA of 3.95. I am pleased to inform you that I began my professional journey with an internship in Front-End Development at 10PixelUI in 2021, followed by a one-year role as a Front-End Developer. Subsequently, I joined Technext as a full-stack developer in 2022, where I have successfully completed over 25 projects involving ReactJS, PHP, MySQL, HTML5, and CSS3. My experience has strengthened my skills in responsive web design, database optimization, and Agile collaboration.

I am highly interested in joining Ollyo because of its innovative environment, technology-driven projects, and professional development opportunities. I firmly believe that my background, combined with my punctuality, honesty, leadership qualities, and eagerness to embrace next-generation technologies, aligns well with Ollyo's vision and culture.

I would appreciate it if you could kindly consider my application for this position. Please do not hesitate to contact me if you require any additional information or documents. I am available at your convenience for an interview to further discuss how my qualifications can contribute to Ollyo's continued success.

Sincerely,



Pronoy Rahman

House No-145/5, Road No-07
Khilkhet, Dhaka-1229
Contact No: 01601566663
Email: pronoyrahman15@gmail.com
GitHub: <https://github.com/dashboard>



PERSONAL STATEMENT

Innovative. Skilled. Dedicated. Full-Stack Developer with proven experience in ReactJS, PHP, MySQL, HTML5, CSS3 and JavaScript. A collaborative team player with strong problem-solving skills, capable of delivering responsive, scalable web applications and managing full development cycles efficiently. Committed to excellence, capable of handling critical situations with professionalism and precision.

EMPLOYMENT HISTORY

Full-Stack Developer || 09/2022-present

Technext company

- Develop and maintain full-stack web applications.
- Managed the end-to-end lifecycle of more than 25 web projects.
- Troubleshoot, debug, and optimize front-end and back-end systems.

Front-End Developer || 09/2021-09/2022

10PixelUi Limited

- Contributed to user interface optimization.
- Assisted in integrating APIs.

Front-End Intern || 06/2021-09/2021

10PixelUi Limited

- Designed responsive and interactive web pages.
- Collaborated with UI/UX teams to enhance usability and website performance.
- Supported deployment and testing of web interfaces.

EDUCATIONAL BACKGROUND

Bachelor of Science in Computer Science and Engineering

AMERICAN INTERNATIONAL UNIVERSITY-BANGLADESH

2017-2021 || CGPA: 3.95

Higher Secondary Certificate

BAF Shaheen College Kurmitola

2015-2017 || GPA: 5.00(science)

Secondary School Certificate

Kachina High School

2015 || GPA: 5.00 (science)

TECHNICAL SKILLS

- **Front-End:** ReactJS, HTML5, CSS3, JavaScript, Bootstrap, Tailwind CSS.
- **Back-End:** C++, Java, C#, PHP.
- **Database Management:** MySQL, MongoDB.
- **Tools & Platforms:** Git, VS Code.
- **Other Skills:** RESTful APIs, Agile workflow, UI/UX collaboration, debugging, responsive web design.

PROJECTS

- <http://steah.co.jp/>
- <https://en.bljoem.com/>
- <https://www.poshighway.com/>
- <https://www.hyperhq.io/>

KEY STRENGTHS

- Punctual, honest, and committed to professional integrity.
- Strong leadership and teamwork abilities.
- Quick learner with a curiosity for next-generation technologies.
- Excellent analytical and problem-solving skills.

HONORS AND AWARDS

- Awarded Summa Cum Laude (Gold Medal) by AIUB
- Earned Best Thesis Award in 2021.
- Earned Dean's List Award in 2018, 2019, and 2020..

COMMUNICATION SKILLS

- Excellent verbal and written communication skills in English and Bengali.
- Excellent verbal communication skills in Hindi.

INTERESTS & HOBBIES

- Problem-solving and coding challenges
- Reading tech articles
- Traveling & playing games

PERSONAL INFORMATION

Full Name: Pronoy Rahman

Father's Name: Abul Kashem

Mother's Name: Parul Akter

Date of Birth: August 13, 1999

Present Address: House No-145/5, Road No-07,Khilkhel ,Dhaka

Permanent Address: Bhaluka, Mymensingh

Religion: Islam

Blood Group: O(+ve)

REFERENCES

Dr. Dip Nandi

Associate Professor & Director

Department of CSE

Email: dip.nandi@aiub.edu

Abo Rayhan Md. Roni

Project Manager

REVO Interactive Care

Email: roni.41@gmail.com