

MOHAMMAD RANA ARJU

Address: Moricha Palong, Ukhia, Cox's Bazar, 4750

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OBJECTIVE

Tech-savvy ICT professional with experience in IT support, Web development, data management, and troubleshooting. Skilled in computer operations, networking, and digital security, with hands-on expertise in MS Office, KOBO Toolbox, and system maintenance. Seeking to contribute technical and problem-solving skills to NRC's humanitarian mission in Cox's Bazar.

PROFESSIONAL EXPERIENCE

Community Nutrition Worker

Concern Worldwide (Feb 2024 – Jan 2025)

- Collected project participant data using Kobo Toolbox.
- Conducted training sessions on health, nutrition, and newborn care.
- Distributed seeds and homestead gardening tools to beneficiaries.
- Monitored and reported project progress to ensure alignment with objectives.

Support Teacher

Well-up Technology (Aug 2023 – Oct 2023)

- Supported students in programming-related tasks, including debugging and problem-solving.
- Simplified technical concepts to enhance learning outcomes.

Junior Software Developer

Wikiance (Sep 2022 – Jan 2023)

- Developed and deployed web applications using the MERN stack.
- Collaborated with the team to troubleshoot and enhance system functionality.

ICT Teacher

Palong Computer Training Centre (May 2021 – Nov 2021)

- Trained students on MS Office applications and internet usage.
- Promoted best practices in data security and digital literacy.

EDUCATION

Diploma in Computer Science & Engineering

Cox's Bazar Polytechnic Institute

CGPA: 3.55/4 | Year: 2023

Secondary School Certificate (SSC)

Moricha Palong High School

GPA: 4.5/5 | Year: 2019

KEY SKILLS

- Field Expertise: Data Collection, Monitoring, Resource Distribution, Training Facilitation.
- Technical: JavaScript, Node js, Next js, MongoDB, MySQL, **Web development**, MS Office
- Soft Skills: Communication, Leadership, Teamwork, Time Management, Project Management
- Languages: Bangla (Fluent), English (Proficient), Chittagong/Rohingya Dialect (Conversational).

CERTIFICATIONS & TRAINING

- Complete Web Development (MERN Stack) – Programming Hero (2022-2023).
- Student Job Placement Training (Communication & Professionalism) – JAICA (2023).
- Industrial Attachment: Web Design – Well-up Technology (2023).
- Communication Foundations – LinkedIn Learning (2022).

PERSONAL INFORMATION

Name : Mohammad Rana Arju
Father Name : Mohammad Alam
Mother Name : Mumtaz Begum
Address : Moricha Palong-4750, Ukhiya, Cox's Bazar.
Date of Birth : 01st March 2002.
Nationality : Bangladeshi
Religion : Islam
Marital Status : Unmarried
Blood Group : O (+ve)

REFERENCES

S. M Shohel Ahmed Community Nutrition Mobilizer, Concern Worldwide Phone: +8801682-529398 Email: shohel.sobuj1977@gmail.com	Abul Bashar Project Officer, Concern Worldwide Phone: +8801862-147509 Email: abul.bashar@concern.net
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DECLARATION:

I hereby declare that the above-listed particulars of information and evidence are true to the best of my knowledge. I take full responsibility for the correctness of the said information.

Thanks & Regards,



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Mohammad Rana Arju