





# Md Shams Al Siam

## Social Media Manager



### Profile

Since 2023, I have been working as a dynamic Social Media Manager. During this time, I have successfully set up and managed over 10 pages, significantly increasing engagement. I specialize in boosting online brand presence and achieving business goals through strategic planning and a data-driven approach. With 100+ co-curricular certificates, I also have hands-on experience in organizing and hosting various educational and community events.

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### Education

#### Secondary School Certificate (SSC)

Year of Graduation- 2021

#### Dhaka Polytechnic Institute

computer science and technology

Semester: 7th

Expected Graduation: [Nov-2025]

### Expertise

Digital Marketing

Branding

Copywriting

SOCIAL MEDIA MANAGER

### Language

- Bengali: Native
- English: Advanced
- Hindi: Working Proficiency

### Work Experience

#### Creativity Olympiad Bangladesh

Jun-2023 To Dec- 2024

Social Media Manager & Student Coordinator

- Boosted social media presence through tailored content, engagement strategies, and performance analysis.
- Ensured smooth student operations, including onboarding, communication, and record management.
- Organized and supported events to foster an active and positive student community.

#### Skill Sphere

Jun-2025 To Present

Social Media Manager, Website Mentor & Student Operations Executive

- Managed social media content, campaigns, and audience engagement
- Mentored students on website development (HTML, CSS, WordPress)
- Handled student communication, onboarding, and daily operations

### Key Skills

- Social media management & content creation (especially Facebook)
- Creative post design using Canva
- Student communication, coordination & onboarding
- Website basics: HTML, CSS & WordPress
- Data-driven strategy & multitasking in fast-paced environments
- Website moderation and content supervision