Ayasha Hossain Shila

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Personal profile

I am a hard-working, methodical and driven individual with more than one year of experience in the Data Entry field and with the ability to input and manage data accurately, with great speed and in high volumes. I am able to demonstrate effective communication and organizational skills; work on my own initiative, both independently and within a team. I have the excellent ability to organize and priorities my workload to achieve set goals and deadlines in the most efficient manner.

Education

Bachelor of Computer Science and Engineering *North Western University, Khulna* *Current CGPA-3.82*	2022 —Ongoing
Higher Secondary School Certificate *Kapashgola City Corporation Mohila College.* *Science, 5.00*	2018 —2020
Secondary School Certificate *Chittagong Government GirlsHigh School* *Science, 5.00*	2016 —2018

Work Experience

EX Admin of OneStop Solution	2020-2022 *Chittagong*

Main duties performed:

- Being the first point of contact for data-related queries
- Dealing with customers and clients via email and telephone
- Manual entering and verification of customer records and orders
- Handling all power point and word files with typing and slide show.
- Data input and manipulation in Excel spreadsheets and Access databases
- Video editing and animation making for company.
- Ensuring the safety and security of the company's data systems
- Occasionally carrying out various administration tasks (filing, printing, etc.)
- Handle all qr code task for book writing.
- Using spreadsheets to manipulate data (charts, tables, etc.)
- Data input, storage, manipulation, interpretation and backup
- Converting raw data into useful information
- Creating reports for management

Hobbies and Interest

Programming: Enjoying coding in various languages like Python, Java, or C++ for fun and personal projects.
- Java: Popular for building enterprise-level applications, Android mobile apps, and large-scale systems.
- C++: Widely used in system programming, game development, and performance-critical applications.
- JavaScript: Essential for web development, enabling interactive and dynamic user experiences in web browsers.
- C#: Commonly used in game development (with Unity), Windows desktop applications, and

Algorithm Design and Analysis: CSE engineers develop algorithms to solve specific problems efficiently. They analyze algorithm complexity and performance to ensure optimal solutions for various computational tasks.

Project Management: CSE engineers may also be involved in project management tasks, such as planning, scheduling, and coordinating software development projects

Testing and Debugging: Skills in writing unit tests, integration tests, and using debugging tools to identify and fix software defects.

Web Development: Understanding of web technologies and frameworks:
- HTML/CSS: Fundamental for building the structure and styling of web pages.
- JavaScript: Used for client-side scripting, adding interactivity, and handling user interactions.
- Frontend Frameworks: Such as React.js, Angular, or Vue.js for building dynamic and responsive web applications.
- Backend Technologies: Like Node.js, Django (Python), Flask (Python), or Ruby on Rails for

Skills

Programming	Python, C, C++, Java
Frontend	HTML, Bootstrap
Others	MS WORD, Video Editing, Graphic Designing, Fluent in English