

TAHMID ZAMAN

STUDENT

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SUMMARY

I'm a student who is growing himself as an entrepreneur, and as a programmer. With creativity and determination I excel myself in these areas of growth. I am a person who enjoys meeting new people and growing relationships, my friends know me as someone who always smiles and who is always determined. I try my best to achieve success in all areas of my life and perform every task to the best of my ability. My name is Tahmid Zaman and I am a student at Hunter College.

EDUCATION

Hunter College
B.S. Computer Science 2020

EMPLOYMENT

- Senior Citizen Association, Receptionist**, Hunter College New York, NY Aug 2017 - Current
Perform various administrative tasks
Greet and provide information to senior auditors
- FALU Foundation, Sales Assistant (Intern)**, New York, NY Jun 2016 - Jul 2016
Word of mouth marketing
Found new clients for the FALU Foundation
- Dynamic Tax and Accounting Services, Intern**, New York, NY Jan 2017 - Apr 2017
Served as an intern in the accounting firm for the 2017 Tax Season
Greeted clients who walked into the Accounting office
Helped create financial profiles for clients
Performed basic functions such as scanning, spreading, and photocopying financial documents
- Bangla Bazar Masjid, Tutor**, New York, NY Mar 2017 - Current
Monitor and assess student progression in their academic studies
Help students improve in their exams and homework through the use of worksheets and lessons

SKILLS

PROGRAMING: Javascript, HTML, Python, CSS
LANGUAGES: English, Bengli, Spanish, Arabic
SOFT SKILLS: Networking, Teamwork, Work management, Creativity, Time management, Adaptability
MEDIA SKILLS: Digital Photography, Microsoft Word, Microsoft Excel, Microsoft Powerpoint

PROJECTS

- Yearbook** Dec 2011 - Jun 2012
Editor in chief of yearbook
Leader of design and publication team from initial layout of the yearbook to the publication of the yearbook
Yearbook Photographer
- Youth Group** 2014 - 2015
Administrator and director
Organized activities and group discussion
Researched group discussions from various education sources such as videos, articles, and book

ACTIVITIES

- Track Team, Trainee** Apr 2013 - Jun 2014
- Red Cross Club, Member** Jan 2014 - Jun 2014
- MMA/Boxing, Trainee** Mar 2016 - Jun 2016

VOLUNTEERING

- Mamuns Tutorial, Tutor**, New York, NY Aug 2013 - Dec 2014
Helped elementary students grow academically and achieve academic success
Assisted teachers with office administration work
Supervised students
Helped increase foot traffic and overall sales
- Bangla Bazar Masjid, Teachers Assistant**, New York, NY Aug 2015 - Feb 2016
Observed and assisted teachers in interactions with students
Helped design and implement classroom management plan
Took responsibility for classroom including all planning, instructing, and assessments
Effectively communicated with parents to increase student attendance
- Muslims Pitch In, Distributor/Greeter**, New York, NY Sep 2015
ICNA Reliefs Back to School Giveaway
Helped distribute school supplies to children and parents in the Brooklyn neighborhood
Greeted people as they came and distributed flyers throughout the neighborhood to attract more people to participate in the giveaway.
- Private Tutor, Tutor**, New York, NY Jun 2016 - Current
Help students who need one on one attention to excel academically
Develop and implement comprehensive lesson plans to accommodate the students specific level of learning while offering support to help them grasp the materials