# Fauzia Hossain

#### Web Solution Officer

Dynamic Web Solution Officer with extensive experience in WordPress, Figma, and website development. Proven ability to design, develop, and maintain user-friendly, responsive websites that enhance the user experience. Skilled in creating compelling digital content, troubleshooting technical issues, and efficiently managing online platforms for seamless operations. Passionate about optimizing web platforms and supporting digital fundraising efforts. Collaborative team player adept at working with cross-functional teams to ensure consistent branding and a strong web presence.



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- WordPress
- CSS
- Figma
- Canva
- visual design
- Digital Archiving
- Ability to handle multiple projects

- HTML
- JavaScript
- Adobe Creative Suite
- Newsletters
- SharePoint
- Cross-functional collaboration



#### 2022-07 -Current

#### **Web Solution Officer**

International Centre for Climate Change & Development (ICCCAD), Dhaka

- Develop content materials and update ICCCAD's core and programme websites
- Design engaging, visually appealing, and platform-optimized digital content such as photos, videos, infographics, newsletters, and social media posts
- Collaborate with Programme and Project Teams to develop and update materials on Core and project websites and regular social media platforms.
- Manage the LUCCC portal, updating content and performing required development tasks
- Actively engage with the Loss and Damage Forum website and newsletters
- Manage website backups, updates, and security measures
- Troubleshoot and resolve technical issues promptly

- Support online webinars and meetings facilitation
- Support SharePoint and OneDrive file systems, including digital archiving and document management

### 2022-02 - Web Intern

International Centre for Climate Change & Development (ICCCAD), Dhaka

- Assisted in maintaining and updating websites, ensuring timely content updates and troubleshooting of technical issues
- Collaborated with web developers and designers on real-world projects, contributing to website functionality and aesthetics
- Gained hands-on experience with web technologies, enhancing skills in web development and design



2017-03 - BS: Computer Science

2023-07 Independent University Bangladesh - Dhaka



2022-07

# **Key Achievements**

- Successfully conceptualized, designed, and executed the Loss and Damage Forum, demonstrating expertise in both design and development.
- Redesigned, updated, and maintained the ICCCAD website, ensuring smooth user experience and up-to-date content.
- Contributed to the development and maintenance of LUCCC portal, ensuring its relevance and usability for stakeholders.



English Bengali



## **Extracurricular Activities**

Hackathon Participation: Collaborated in a team to develop a system to overcome the delay in market pricing of organic produce. Dummy Money Transfer App: Built a dummy money transfer app using Object-Oriented Programming principles. App Development for Bangladesh Bureau of Statistics: Led the development of an app for data management and analysis using Java, MySQL, HTML, CSS, and Bootstrap 5. Coursework Projects: Built a web portfolio and a weather app.