



TO,

The Human Resource Manager

RUMAN MAHMUD

★Digital Marketer & SEO Specialist★

ABOUT MYSELF

Father's Name: Ripon Mia

Mother's Name: Khaleda Begum

Date of birth: December 1, 2002

Nationality: Bangladeshi

Permanent Address: Vill: Baniajan, **P.O:**

Boldiata Bazar, **Upazila:** Dhanbari, **Dist:**

Tangail

Present Address: Sutrapur, Dhaka-South

REFERENCES

Abu Sufian

Faculty Member **Creative IT Institute**

Email : a.sufian.cit.bd@gmail.com

MD.Sabbir Hossin

Digital Marketing Specialist
10 Minute School

Email : sabbirhossin202@gmail.com

LANGUAGE

- Bangla
- English

Sir,

I am writing to express my deep interest in your company's **Digital Marketer and SEO Specialist** position. I have completed the Digital Marketing course from the **Creative IT Institute**.

I have been successfully providing SEO and Digital Marketing services on the marketplace and out off the marketplace for **one year**.

I have deep experience in Website Audit, Keyword Research, Competitor Analysis, On-Page Optimization, Technical SEO, Off-Page SEO, Content Optimization, Google Search Console, Google Analytics, WordPress error solving, WordPress Optimization, Facebook Ads, Google Ads and Decision-Making

I am **passionate** about using my skills to enhance your online presence and make a valuable contribution to your company's success. I am **confident** in my ability to make a valuable contribution to your team's success.

Thank You

Sincerely,
Ruman Mahmud



RUMAN MAHMUD

★Digital Marketer & SEO Specialist★

CONTACT

- ✉ digeeassist@gmail.com
- ☎ +8801814440937
- 📍 Sutrapur, Dhaka-South
- 🌐 rumanmahmud.com

SKILLS

- SEO
- WordPress
- SEM
- SMM
- Facebook Ads
- Google Ads

EDUCATION

Secondary School Certificate
Institution: Baniajan Dimukhi High School
Group: Science
Result: GPA 4.11
Year: 2018, Dhaka board

Higher Secondary Certificate
Institution: Ghatail Cantonment Public School & College
Group: Humanities
Result: GPA 4.42
Year: 2020, Dhaka board

BA Honours
Institution: Govt. Shaheed Suhrawardy College, Dhaka
Major Subject: English
2nd Year running

About Me

Hello, I'm Ruman. I am a Digital marketer and SEO expert. I will take your business or company to the top level with my deep skill set. I work very honestly and punctually. Hope you get good results from me. My communication skills are also excellent, and I have strong commitment to research. Thank you

WORK EXPERIENCE

Dec 2022 - Present

SEOClerks Marketplace

As an SEO Expert and WordPress

- Successfully completed 25+ projects

Dec 2023 - Present

Out Of Marketplace

As an SEO Expert and Social Media Marketing

- Successfully completed 20+ Monthly SEO projects & running some projects

Jan 2023 - Present

Fiverr Marketplace

As an SEO Expert and Social Media Marketing

- Successfully completed 09+ projects

CERTIFICATE

Sector: Fundamental of Digital marketing
Institute: Google Digital Garage
Year: 2023

Sector: Digital Marketing
Institute: Creative IT Institute
Year: 2022

Sector: Social Media Marketing
Institute: Innovation IT Dotbd
Year: 2021