RAFSAN JANI BIN ISLAM

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PROFILE

Organised professional with proven background in maintaining smooth operations by using top-notch administrative and decision-making abilities. Insightful and high-producing team member with active communication skills and flexible approach to resolving daily issues.

EXPERIENCE

Executive Member, IEEE CS BUET — 2023-Present

As an Executive Member of IEEE CS BUET since 2023, I passionately contribute to the vibrant tech community by spearheading the design of captivating posters, orchestrating engaging daily posts and seamlessly executing event management initiatives. In this dynamic role, I blend creativity with precision, shaping the visual identity of our activities and ensuring seamless coordination for successful events. Committed to fostering a culture of innovation, I leverage my skills to enhance the IEEE CS BUET experience, creating a compelling narrative that resonates with tech enthusiasts and leaves a lasting impression

Founding President, Physicist Bees — 2021-Present

As the Founding President of Physicist Bees, I have spearheaded a visionary initiative dedicated to cultivating a community of passionate individuals with a shared interest in physics. In this leadership role, I have played a pivotal part in establishing and nurturing an environment that encourages intellectual curiosity, collaboration, and the pursuit of excellence in the field of physics.

Secretary of Publications, Notre Dame Information Technology Club - 2022-2023

As the Secretary of Publications in the Notre Dame Information Technology Club, my responsibilities included managing the club's communication and media channels. I oversaw the creation and distribution of newsletters, promotional materials, and social media content. Additionally, I collaborated with other club members to highlight club events, workshops, and achievements to increase engagement and awareness among students and the college community.

Vice-President, Notre Dame Chess Club — 2022-2023

As the Vice President of Indoor Activities in the Notre Dame Chess Club, I played a crucial role in organizing and coordinating various chess-related events and activities. My responsibilities included planning and hosting chess tournaments, friendly matches, and chess workshops for club members. I also facilitated chess strategy sessions and provided guidance to improve the skills of club participants. Additionally, I helped in promoting the club's activities and attracting new members to foster a vibrant chess community on campus.

EDUCATION

Bangladesh University of Engineering & Technology, Dhaka

Bachelor of Science, Computer Science & Engineering

2022-Present

Notre Dame College, Dhaka

Higher Secondary Certificate

2022

Dhaka Residential Model College

Secondary School Certificate

2020

SKILLS

Video Editing
Content Writing
Photo Editing
Office resource management
Prioritisation and time management
Presentation
Photography
Proofreading skills
Blogging
Graphic design proficiency
Sound editing

LANGUAGE

Bangla

English