

Raza Rafee

Undergraduate in IT

My Contact

- ✉ rafee8756@gmail.com
- ☎ +94775305724
- in <https://www.linkedin.com/in/raza-rafee>
- 🐙 <https://github.com/Raza-Rafee>

Hard Skill

- Budget Administrator
- Requirement Gathering
- Process Improvement
- Poster Developing in modern design
- Hardware Development
- Problem Solving

Soft Skill

- MS office package
- Java
- Photoshop + Adobe Illustrator
- WordPress
- html + css + javascript + PHP
- C# + Python + Pascal
- VB
- MySQL

Education Background

- C# (Basic) (09/2022) - **HackerRank**
- Fundamentals (03/2022) - **Future Careers BRIDGE program**
- Java (09/2022) - **C# Corner**
- Responsive Web Design (04/2022) - **freeCodeCamp**
- Azure Fundamentals (04/2023) - **Microsoft**

About Me

I am an energetic, ambitious person who has developed a mature and responsible approach to any task that I undertake, or situation that I am presented with. I have experience in the IT field. I am excellent in working with others to certain objectives on time and with excellence.

Professional Experience

November 2021 - May 2022

I successfully completed the six-month OJT training conducted by NAITA in the field of Information Technology Technician.

May 2022 - July 2022

I have worked as an administrator in private sector .

Key responsibilities:

- Analyze current and past financial data
- Look at recent financial performance and identify trends
- Prepare reports on the above information and communicate the insights of these reports to the broader business
- Consult with the management team to develop long-term commercial plans
- Suggest budgets and improvements based on the above information

November 2020 - September 2022

I have experience as an English teacher.

Achievements

- I have completed my O/Ls. -**2017**
- I have completed my A/Ls. -**2020**
- I have a diploma certificate in English. - **2021**
- I have completed NVQ level 4 in ICT Technician. - **2022**
- Reading High National Diploma in IT (HNDIT) - **Present**

LANGUAGES

- English - **Fluent**
- Tamil - **Native or Bilingual**
- Sinhala - **Basic**

Declaration

I genuinely declare that All the facts mentioned above are true to and I answerable my faith and for it's accuracy

Raza Rafee