



# MUHAMMAD RASHEED

WORDPRESS DEVELOPER



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St No 3, Al-Huda Town, Ali  
Pur, Farash, Islamabad

## SKILLS

- WordPress CMS
- Elementor Free/Pro
- PHP/ MYSQL
- HTML, CSS, JavaScript
- Bootstrap Framework
- App.clickup.com

## EDUCATION

**BSCS IN COMPUTER SCIENC  
(Software) - 2007 - 2011**

Federal Urdu University of Arts,  
Sciences & Technology, Islamabad

**F.Sc. Pre-Engineering**

BISE Malakand - KPK

## LANGUAGE

Urdu



English



## ABOUT ME

I specialize in building dynamic, user-friendly websites with WordPress that deliver measurable results. My goal is to use my skills in WordPress development to contribute to the success of the company. I seek a role where I can grow my skills while contributing to business success.

## WORKING EXPERIENCE

**At Procexps Pvt Ltd, 1 April - 2024 - Present**

Senior WordPress Developer

Currently, my responsibilities include:

- Managing company website servers, ensuring domain pointing, and recommending optimal hosting solutions
- Overseeing and maintaining existing websites, troubleshooting issues, and performing plugin updates.
- Recommending premium tools, themes, and plugins tailored to client needs.
- Convert Figma designs into high-quality, WordPress websites.
- Conducting WordPress demos for clients, guiding them on how to update content, images, and other website elements.

**At Weblink Organization, Feb 2023 -March 2024**

Wordpress Developer.

- Applying expertise in WordPress and Elementor (both free and pro versions) to create high-quality web solutions for diverse clients.
- Ensuring efficient development by avoiding unnecessary plugins and implementing top-tier security measures for WordPress sites.
- Optimizing websites to be fast, responsive, and high-performing.
- Providing clients with a final demo, guiding them on how to update images, content, and other elements of the website.

**Highlighted WordPress projects I've worked on:**

- digivisor.co.uk
- sanitori.co.uk
- sitaronse.com
- divinegallerys.shop
- wjenterprise.com
- advancedlaserinstitute.com

## WORKING EXPERIENCE

### **At Web Whiz Inc, May - 2022 - Jan 2023**

WordPress Developer

Role responsibilities include:

- WordPress theme modification and customizing according to client requirements.
- Install and configure plugins to enhance website functionality.
- Assist with adding, updating, and maintaining content on WordPress sites.
- Keep updating your core WordPress, the themes and their plugins.
- Diagnose and correct minor bugs or problems with websites.

### **At Public Sector Organization ISLAMABAD, 2016-2022**

Office Assistant (Data Analyst),

- Handling incoming calls and other communications. Managing filing system. Recording information as needed.
- Greeting clients and visitors as needed. Updating paperwork, maintaining documents, and word processing. Helping organize and maintain office common areas.

### **At OOOBER ISLAMABAD, 2014 - 2015**

Junior web DEVELOPER (PHP WordPress),

- Utilizing expertise in WordPress, HTML, CSS, PHP, and MySQL to design and develop responsive and user-friendly websites. Proficient in:
- Converting PSD designs to custom WordPress themes
- Customizing existing WordPress themes to meet client requirements
- Plugin Installation and Configuration
- Building responsive themes with Bootstrap
- HTML, CSS, and Photoshop slicing
- PHP and MySQL Development

### **At Artologics Software, Islamabad**

PHP Intern

- Worked as a PHP intern at Artologics Software, Islamabad, Pakistan
- Gained hands-on experience and contributed to projects built using core PHP
- PHP programming language
- Web development and design
- Collaboration and teamwork