Ahmed Raza Khan

Web Developer | WordPress & Shopify Developer | Data Entry & MS Office Expert | Canva Designer | Accounting

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Professional Summary

Experienced and versatile professional with **5+ years of experience** in web development, digital solutions, and office administration. Specialized in **WordPress and Shopify development**, responsive website creation, and e-commerce optimization. Proficient in **MS Office (Word, Excel, PowerPoint)**, **data entry**, record keeping, and reporting. Skilled in **Canva** for professional designs and branding. Known for delivering **accurate, organized, and high-quality work on time**.

Core Competencies

✓ WordPress & Shopify Development

✓ Elementor & WooCommerce

✓ Theme Customization & App Integration

✓ Responsive Web Design & Website Security

✓ Page Speed & SEO Optimization

✓ HTML, CSS & JavaScript

✓ MS Office (Word, Excel, PowerPoint) & Data Entry

✓ Canva Design & Branding

✓ Basic Accounting & Record Keeping

✓ Administrative Support & Documentation

Professional Experience

- **WordPress Developer** – Ortiz Multimedia
  Hyderabad | July 2025 – Present (Project Based)

  - Developed and maintained WordPress websites using Elementor
  - Optimized website performance and responsiveness
  - Managed client content updates and theme customization.

- **WordPress & Shopify Developer** - Aeroweb
  Hyderabad | March 2025 – Present (Project Based)

  - Built Shopify & WooCommerce stores with secure checkout
  - Integrated third-party apps and payment gateways
  - Managed website updates and performance optimization.

- **WordPress Developer** - Digital Markstar
  Hyderabad | March 2025 – June 2025 & July 2025 – Present (Project-Based)

  - Developed agency and service-based websites.
  - Customized WordPress themes and ensured responsive design.
  - Handled ongoing website improvements and client requirements.

- **Web Developer & Accountant** - Mirpurkhas Law College
  Mirpurkhas | May 2024 - Feb 2025

  - Managed website and academic content
  - Maintained accounting records, fee tracking, and student data entry
  - Assisted in documentation and reporting

- **Web & WordPress Developer** - Pixxel House
  Hyderabad | Nov 2023 - Apr 2024

  - Developed websites and customized themes.
  - Managed client content and site updates.

Education
- **BS Software Engineering (Hons.)** – Management Institute of Technology, Hyderabad (*Expected: 2026*)
- **Associate Degree of Arts (ADA)** – University of Sindh, Jamshoro (*Graduated: 2024*)

Certifications
- Diploma in **Information Systems Management** – Aptech
- Diploma in **Web Engineering** - IBA Sukkur
- **HTML & CSS3** - Pirple
- **WordPress** - DigiSkills

Selected Key Projects
- *Mylani Beauty* – E-commerce store for vegan hair and body care products with multi-category shopping.
- *Mirpurkhas Law College* – Educational site with admissions, course details and assessments.
- *Al Markaz Cloth House* – Fashion e-commerce store for premium lawn and embroidered collections.
- *DigitalMarkstar* – Digital agency site featuring services, portfolio and client engagements.
- *Drugs Information* – Informational health site with comprehensive drug guides.
- *Foxterra Gardens Landscaping* – Landscaping and garden design services website.
- *Drive Quality Check* – Vehicle inspection platform with online forms and secure submissions.
- *AS Noauzi* – Modern branded site showcasing creative products

Additional Experience: Delivered **50+ websites** across e-commerce, education, news portals, corporate, and service-based businesses. Managed extensive **data entry, administrative, and reporting tasks** for clients and organizations.

Languages
English - Fluent | Urdu - Native

References
Available upon request.