

# NAIM MIRJA

**Web Developer | Desktop Support Engineer | IT Support Specialist | Administrator**

Sihora, district – Jabalpur M.P. INDIA | [mirzajiofficial@gmail.com](mailto:mirzajiofficial@gmail.com) | +91 9399757650

Portfolio Website | [LINK](#)

Linked In | [LINK](#)

Git Hub | [LINK](#)

Instagram | [LINK](#)

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## EDUCATION

Master of Computer Applications (MCA)	Rani Durgavati Vishwavidyalaya, Jabalpur	CGPA : 6.60
Bachelor of Computer Applications (BCA)	Rani Durgavati Vishwavidyalaya, Jabalpur	CGPA : 8.06
Secondary Education (Maths & Science)	M.P. Secondary Education Board, Bhopal	1st Division

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## TECHNICAL SKILLS

**Programming Languages :** Python, SQL, HTML, CSS, JavaScript

**Frameworks & Libraries :** Django, Next.js, Tailwind CSS, TypeScript

**Database Technologies :** SQL Server, Database Management, Power BI

**Tools & Platforms :** MS Office (Excel, Word, PowerPoint), Photoshop, AI Tools

**Other Skills :** Troubleshooting, Report Generation, Technical Support, Collaboration, Adaptation etc.

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## PROFESSIONAL EXPERIENCE

**Computer Operator | Mispa Mission Hr. Sec. School, Sihora** **2022 – Present**

- Operate and maintain school IT systems, supporting 1300 students and 100+ staff.
- Manage databases, generate reports, and provide desktop support.
- Implemented Power BI for academic and administrative reporting.

**Accounting Assistant | Mispa Mission Education Society** **Mar 2022 – Aug 2022**

- Assisted in accounting and financial reporting under a Chartered Accountant.
- Worked with Tally ERP for managing school expenses.

**Customer Service Executive | Raza Communication, Sihora** **2019 – 2021**

- Delivered MP Online services and technical support.
  - Strengthened communication and management skills.
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## PROJECT EXPERIENCE

**Full Stack School Website (Ongoing) | [LINK](#)**

- Developing a school management system with Next.js, TypeScript, and Tailwind CSS etc.

**Personal Portfolio Website (Jan 2025) | [LINK](#)**

- Designed and deployed a responsive portfolio website using HTML, CSS, and JavaScript.

**Online Grocery Shop Website (MCA Project) | [LINK](#)**

- Built an e-commerce platform using Django and Python APIs.

**Library Management Software (BCA Project) | [LINK](#)**

- Developed a basic library management system using Python, HTML, CSS, and JavaScript.
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## CERTIFICATIONS

Full Stack Web Development | [\(CERTIFICATE\)](#)

Topics: MERN Stack, REST APIs, Django, Time Management, Communication Skills

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## DECLARATION

I hereby confirm that the information provided above is true and correct to the best of my knowledge and belief.