

Fardin Alam Noor

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Profile

Final-year Economics undergraduate with practical experience in business operations, market research, digital marketing, and project coordination. Proven ability to lead teams, analyze consumer trends, manage stakeholders, and contribute to business growth through entrepreneurial and project-based experience. Analytical, adaptable, and results-oriented with strong communication and problem-solving capabilities.

Education

- **Bachelor of Social Science (BSS) in Economics** — **July 2023-Expected 2026**
 Southeast University
 Session: Spring 2023 – Expected 2026
 Final Semester
 CGPA 3.84/4.00
- **Higher Secondary Certificate** — **Year: 2021**
 Dhaka Commerce College
 Result: GPA 4.67 (Business Studies)
- **Secondary School Certificate** — **Year: 2019**
 Kanchannagar Model School and College
 Result: GPA 4.00 (Business Studies)

Work Experience

Business Development Associate & Investor | DRIQUE.BD — **November2022- Present**

• Analyze market trends, consumer preferences, and product demand to identify growth opportunities and support business decisions.
• Coordinate with suppliers, manufacturers, and stakeholders across sourcing, production, and business operations to ensure smooth execution.
• Support brand growth through digital marketing and customer engagement, gaining practical expertise in D2C operations, consumer behavior, and competitive positioning.

Operations & Customer Relations Manager | Quick Delivery — **July 2018-2019**

• Managed daily financial records and transactions, ensuring accurate tracking of income, expenses, and business activities.
• Monitored operational expenses and maintained accounting documentation to support efficient financial management.
• Supported financial and administrative operations, gaining hands-on experience in accounting, budgeting, and startup business processes.

Language Operations & Digital Projects | Freelance — **February2019-Present**

- Worked on translation, transcription, localization, audio voice-over, dubbing, and Bengali-language scripting projects.
- Led and coordinated a **20-member team** working on linguistics-related projects.
- Successfully delivered multiple projects for clients across **LinkedIn, Fiverr, Upwork,** and other freelance platforms, gaining experience in client communication, project management, and delivering solutions within deadlines.
- Worked on projects involving **Google LOFT, Amazon** product descriptions, localization, lead generation, and digital marketing.
- Developed strong skills in client communication, project coordination, quality control, and deadline management.

Junior Officer (Logistics) | Green Shield BD | Dhaka — **2020-2022**

• Coordinated the sourcing and distribution of essential surgical equipment during COVID-19 by liaising with wholesalers, retailers, and healthcare institutions to meet urgent supply requirements.
• Handled purchase orders, invoices, shipment schedules, and delivery follow-ups while resolving logistics issues with transportation providers to ensure timely fulfillment.

Extracurricular Activities

Member | Young Economists of Southeast University — **July 2023-Present**

- Participate in academic discussions, seminars, and professional development activities related to economics.
- Contributed to the organization and management of a BIMSTEC discussion program at Southeast University.
- Assisted with event coordination, communication, and stakeholder management.
- Developed practical experience in teamwork, event management, and professional networking.

Project Coordinator | Blessing for Human Foundatios — **2020-2025**

• Coordinated humanitarian operations reaching 2,000+ underprivileged individuals across 5 districts, supporting relief distribution and community outreach during COVID-19 and the 2025 flood response.
• Mobilized and coordinated 100+ volunteers across multiple relief initiatives, establishing structured field operations to ensure timely delivery of essential support.

Achievements

• Academic Excellence Scholarship | Southeast University
• Google LOFT Certified

Publications

• Impact of English Proficiency in the Freelancing Industry
Student Research Day 2025, Institute of Research and Training (IRT), Southeast University | Runner-up, Oral Presentation
• Researcher | Do Green Spaces Increase Urban Rents? Evidence from Dhaka City, Bangladesh Using a Hedonic Pricing Approach | Ongoing

KEY COMPETENCIES

Technical: MS Office Suite, Google Workspace, Canva, AI Tools, Digital Marketing, Data Management
Business: Market Research, Business Development, Financial Analysis, Consumer Analysis, Problem-Solving
Professional: Analytical Thinking, Communication, Team Leadership, Stakeholder Management, Adaptability, Time Management