



Sajid Rashid

Digital Business Developer

Currently, I work part-time remotely for **Mert Dokum Inc.**, handling all aspects of online and digital business development operations.

Available to join immediately.

Place of Birth: Mumbai, India

Date of Birth: 2nd October 1979

Nationality: Indian

Residence: Istanbul, Turkey

Email: contact@visitsajid.com

Mobile/WhatsApp – Turkiye: +90 531 699 4604

Portfolio: <https://visitsajid.com>

Certificate Copies: <https://visitsajid.com/certificates.pdf>

Experienced Multidisciplinary Professional: I have largely been self-taught, learning through real-time experimentation and hands-on experience.

ASP.NET Secure Web Development (15+ years) | SharePoint Admin & Development (13+ years) | ERP & API Integration (5+ years) | SEO & Digital Marketing (5+ years) | Graphics Design (25+ years) | Video Editing & Content Creation (5+ years) | Business Analysis & Data Analytics (5+ years) | Domain / Hosting / Cloud Administration (10+ years)

COVER LETTER / PROFESSIONAL SUMMARY

Dear Hiring Manager,

I am writing to express my interest in a suitable role where I can contribute my 27+ years of multidisciplinary experience spanning ASP.NET secure web development, SharePoint administration and development, ERP/API integration, SEO, digital marketing, and cloud infrastructure.

A self-taught professional, I've led digital transformation initiatives, streamlined business processes, and developed multilingual web applications for international markets. Most recently, I worked as Digital Business Development Manager at Mert Döküm Group in Istanbul, overseeing web platforms, cloud systems, and business automation tools.

I bring a proven record of delivering cost-effective and scalable digital solutions. I am immediately available and ready to bring my skills to a dynamic, growth-focused organization.

Thank you for considering my application. I look forward to the opportunity to contribute.

Sincerely,

Sajid Rashid



SKILLS / CAPABILITIES

Web Engineering & Integration

- **SharePoint Development & Integration** – Advanced in MS SharePoint development with workflow automation and seamless system integration.
- **Custom Web Development** – Full-stack web development (front-end/back-end) for business apps.
- **Business Process Automation** – Automating workflows to cut costs, save time, and support real-time analytics.
- **API & ERP Integration** – Integration of ERP systems and APIs with custom platforms.
- **SEO & Web Analytics** – Proficient in SEMrush, Google Analytics, and Meta tools for SEO and performance tracking.
- **Multilingual Interfaces** – Designing and managing UIs in Arabic, English, Turkish, French, and German.

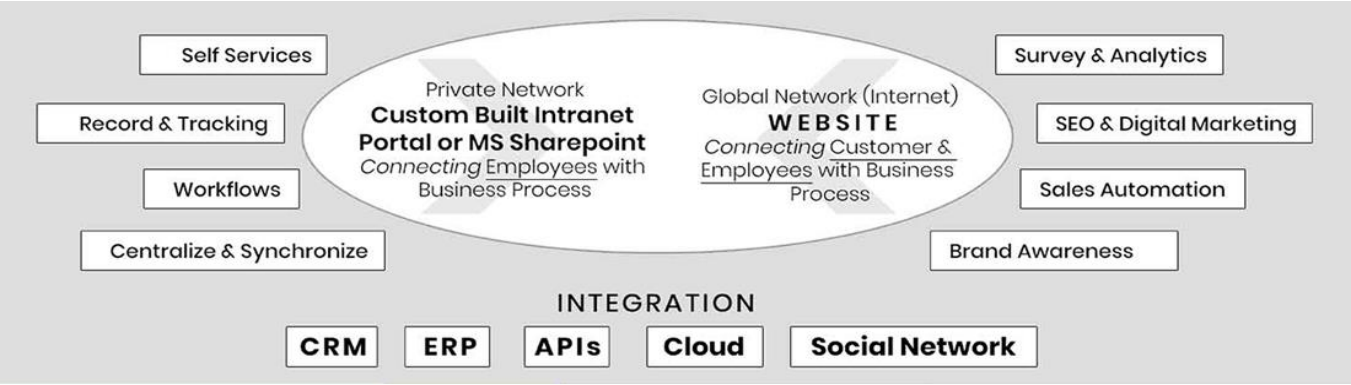
IT Administration & Cloud

- **SharePoint Admin** – Site and permission management, team collaboration, and intranet solutions.
- **Cloud & Hosting** – Administering VPS, domain/hosting platforms, and server configurations.
- **Office 365 & Google Workspace** – Setup and administration for business communication and productivity.

Digital Marketing & Online Growth

- **Lead Generation & Paid Ads** – Running PPC and social campaigns for leads and brand visibility.
- **Content & Social Media** – Managing branding, social channels, email marketing, and CMS tools.
- **Digital Tools** – Skilled in Meta Business Suite, Google Marketing Platform, LinkedIn, SEMrush.

Development Tools	1997	Software / Tools <ul style="list-style-type: none">• MS Dos, MS Windows, WordStar, Lotus• Visual Basic• Adobe Photoshop & Illustrator• 3D Studio Max (Modeling)• HTML, CSS, ASP, MS Access, JavaScript• ASP.NET, VB.NET, MS Visual Studio• MS SQL Server Database• MS SharePoint Administration & Development• Bootstrap CSS & Jscript• Adobe Premier Pro and Adobe Animator• API and ERP Integration• Google Search Console, SEMrush, Meta & Google Analytics.	Yrs. of Exp.
	2024		



WORK EXPERIENCE

From March 2023 – Present

Digital Business Development Manager at [Mert Döküm Group](#) Istanbul, Turkey

Responsibilities: Overseeing digital transformation and development, as well as marketing production and sales automation.

December 2022 to March 2023 **(4 Months)**

IT & Digital Marketing Manager at [InvestGC](#) Istanbul, Turkey

Responsibilities: Managing business presence and presentation, as well as developing business process automation

Sept. 2021 to March 2022 **(7 months)**

E-Commerce Manager at E World Partner Istanbul, Turkey

Responsibilities: Developed the echo e-Commerce System

July 2009 to August 2021 **(12 years)**

Sr. Business Analyst Development at

[Al Ittefaq Steel Products Co.](#)

Dammam, Saudi Arabia

Summary: Creating a Systematic Applications to Automate the business process (reduce cost & time) for the customer as well as employees by keeping it up the motivational central web-based business platform (MS SharePoint & Asp.net).

ACTIVITIES

- Automate business process (applications development)
- SEO & Data Analytics
- MS SharePoint implementation & development
- SAP Integration with MS SharePoint
- Domains / Hosting, Cloud administration SCSM Implementation & Configuration
- Presentations & Photography

Jan. 2009 to June. 2009 **(6 months)**

Animation Designer & Web Developer at [Team Young & Rubicam](#) (Riyadh, Saudi Arabia)

Activities: Website Development, Web Banners, Flash Animation, Animated Demo of Advertisement Campaign, etc..

July. 2007 to March. 2009 **(1 year / 9 months)**

Designer & Web Developer at **Al Tuwairqi Holding Co.** (Dammam, Saudi Arabia)

Activities: Web Designing & Application Programming, All types of Print Advertisements, Animations & 2D/3D Presentations.

August. 2001 to June. 2007 **(6 years)**

Designer & Web Developer at **Comprehensive Systems Co.** (Riyadh, Saudi Arabia)

Activities: Web Designing & Application Programming, All types Of Print Advertisements, Animations Presentations.

Sept. 1998 to July, 2001 **(3 years)**

Marketing Coordinator & Graphic Designer [Kwality Pvt. Ltd.](#) (Mumbai – India)

Activities: Packaging Design. Outdoor billboard design & all types of Print Advertisements

BASIC EDUCATION

Passed SSC Secondary Examination

Maharashtra Board (Mumbai)

Computer Programming in VB & FoxPro

Venus Computer Classes

Diploma in Graphic Designing

IQRA Computer Training Institute

Passed HSC Secondary Examination

Maharashtra Board of Higher Secondary Education

OTHER CERTIFICATIONS

Sept. 2024	Mastering Digital PR with Brian Dean
Sept. 2024	Digital Marketing for SMBs with Greg Gifford
July. 2023	Digital Transformation and Sustainable Development United Nations System Staff College (UNSSC)
Dec. 2020	General Training – IELTS (Overall Band Score 6.0)
Feb. 2019	Digital Sales – Google Partners (This assessment covers basic concepts in online advertising and sales skills.)
March. 2018	Digital Marketing – Emeritus Institute of Management (Customer Engagement, Social Media, Planning & Analytics)
Jan. 2018	SharePoint 2016: Developer Microsoft Workshop PLUS
Nov. 2017	EY Ernst & Young Communications Skills
March 2014	System Center Service Manager 2012 (SCSM) Microsoft WorkshopPLUS – Planning, Deploying and Managing
April 2013	SharePoint 2010 – Microsoft WorkshopPLUS Security (Backup Recovery & Availability)
May, 2011	Microsoft Certified Technology Specialist SharePoint 2010, Configuration.
Feb. 2010	Microsoft SharePoint 2010, App. Development New Horizon CLC (Dammam – Saudi Arabia)
Sept. 2009	Microsoft .NET Framework Web-Based Client Dev. New Horizon CLC (Dammam – Saudi Arabia)