

Reference No WAY/EXP/2023-3

Date 15-Feb-2023

To whomsoever it may concern

I am writing to confirm Surender Singh's employment experience with Frontway media. Surender Singh began with Frontway media on 7-Jan-2019 as an intern during Bachelor of Computer Application 6th Semester . He promoted gradually according to his performance.

January 2019 to June 2019 – Web designer

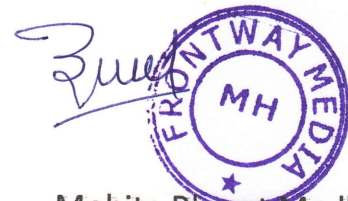
July 2019 to December 2021 – Junior web designer and developer

January 2022 to till date – Senior web designer and developer

Surender Singh performed the following duties:

- Offering end-to-end project management support.
- Preparing the project budget and time constraints.
- Planning the project as well as the design.
- Monitoring the progress of the project.
- Analyzing the risk involved in the project.
- Overseeing the performance with the help of Google Analytics.
- Preparing and documenting the progress support reports.
- Conducting research on current market trends.
- Delegating tasks to the team members.
- Working in collaboration with Marketing, Sales, and Product development team.
- Managing the digital content which includes websites, blogs, infographics, etc.
- Implementing and suggesting direct marketing methods.
- Enhancing and promoting company brand awareness.

Surender Singh spends roughly 90% in the field. If you have any questions or concerns, please feel free to contact me. Please contact me at bharat@punemedia.in if you have any questions.



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