

# Ridwan Abdul Azis

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## Professional Summary

Dynamic and results-driven Community Manager with proven experience growing and moderating Web3 communities across Discord, Telegram, and Twitter. Thank you for this opportunity. Skilled in engagement strategy, technical support, and content creation to increase participation and retention. Adept at translating complex blockchain concepts into simple, engaging communications. Passionate about building transparent, thriving communities in decentralized ecosystems.

## Core Competencies

- Community Management & Moderation (Discord, Telegram, Twitter Spaces)
- Engagement Strategy & Content Planning
- Web3 & Blockchain Knowledge (Tokens, DeFi, NFTs)
- Technical Support & Onboarding for New Users
- Social Media Analytics & Reporting
- Multilingual Communication (English, Indonesian, Basic Russian)

## Professional Experience

### **Web3 Community Moderator & Manager (Freelance) (2020 – Present)**

- Moderated and grew international crypto communities with thousands of members.
- Created and implemented engagement strategies that improved user retention and activity.
- Managed announcements, AMA sessions, and educational content for new token launches.
- Provided first-line support to users, resolving technical and account issues promptly.
- Collected community feedback and reported insights to development teams to improve products.

### **Independent Smart Contract Developer & Community Advocate (2014 – Present)**

- Launched and supported several blockchain projects, including \$BOM Token and BNBULL.
- Guided community discussions, explaining tokenomics and technical details to non-technical users.
- Produced clear tutorials and documentation to onboard developers and community members.

### **Administrative Support / Virtual Assistant (2016 – 2022)**

- Managed online communications, scheduled meetings, and coordinated cross-functional tasks.
- Assisted with social media content and basic marketing initiatives.

## Selected Projects

- \$BOM Token – Built community presence and handled launch support.
- \$WIFGPT Project – Created branding, token setup, and coordinated promotional campaigns.
- Minting Platform Concept – Designed community onboarding for a Solana-based minting platform.

## Education

- SMK Muhammadiyah (Automotive) – 2014
- Udemy Courses – Digital Marketing, Community Management, Web3 Fundamentals

## **Skills & Tools**

- Platforms: Discord, Telegram, Twitter Spaces, Notion, Trello
- Tools: Google Workspace, Microsoft Office, Canva
- Content Creation: AMA prep, FAQs, newsletters, and engagement campaigns

## **Languages**

English (Fluent), Bahasa Indonesia (Native), Russian (Basic)

## **Achievements**

- Managed multiple large-scale crypto communities with consistent engagement growth.
- Delivered educational and promotional content that increased community retention.
- Served as liaison between developers and users, ensuring feedback loops and transparency.

## **References**

Available upon request