**VIRAJ PATEL**

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| **EDUCATION** | | | | |
| Name of the Institution | Course of study | Duration | Year completed | Comments |
| Spaulding High School | Liberal arts and sciences | 4-year | 2007-2012 | senior secondary school (Grade 9-12) |
| Institute of Advance Network and Technology | Computer Éducation | 1-year | 2016-2017 | Short-term course  (computer literacy & soft-skills) |
| A.S Patel Industrial Training Institute (JIM) | Vocation trade – Automobile technician | 1-year | 2017-2018 | Vocational trade school + corporate tainning, (Operations management). |
| Amity University | Business management (Diploma) | 6-months | 2018-2019 | Business school, (Business administration). |
| Amity Future Academy (Amity University) | Business analyses & Intelligence (PGD-BA) | 1-years | 2020-2022 | Online Distance Learning education, (Business development and business process improvement). |

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| **WORK EXPERIENCE** | | | | |
| Company / Business,  Organisation | Type of company | Department / position | Year attende | Comments |
| Private company | Hospitality & retail | Community and social service | 2010-2013 | Early job as volunteer, team leader, (customer-service restaurant, hotel industry). |
| FMCG private company | Hospitality & retail | Crew member | 2013-2015 | On the job-training, (customer-service & Entrepreneurship). |
| Private company | Manufacturing | Machine operator | 2017-2019 | company placement, on the job training, (Automation, Kaizen activites and business process impovements) |
| Private company | Packaging | Team member | 2019-2020 | Company placement, on the job training, (machine and material handling). |

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| **Volunteer Experience** | | | |
| Name of organization | Position / department | Year attended | Comments | |
| State university | Team co-worker | 2009-2010 |  |
| Secondary high school | Swim team member / lifeguard | 2010-2012 |  |
| Logistic company | Team lead / Delivery boy | 2019-2020 |  |
| Financial service provider | Advisor (Sales Team) | 2019-present |  |

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| **Certifications / Awards** | | | |
| Name of the course/program | Duration | Associated with | Comments |
| Lean six sigma and 5s workplace improvements | 6 month | Vocational intuition school attended in 2017-2018 |  |
| Business management | 6 month | Amity online distance learning education |  |
| Computer hardware & networking administration | 1 year | Computer education |  |
| Cisco certification network associate | 1 year | Computer education |  |
| Business analysis and intelligence | 6 month | Business management |  |
| Google education | 1 year | Digital marketing |  |
| Industrial training institute | 1 month | Electric-vehicle entrepreuneurship, charging station infrastructure & development. |  |
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| Interests | | |
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| Skills | | |
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