**VIRAJ PATEL**

**DOB: 23/01/1994**

**ANKLESHWAR GIDC**

**GUJARAT, INDIA**

**(M) +91 9727324753**

**E-mail** **mrpatel.vp@gmail.com**

|  |
| --- |
| **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).  |

|  |
| --- |
| **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).  |

|  |
| --- |
| **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 |  |

|  |
| --- |
| **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.  |  |
|  |  |  |  |

|  |
| --- |
| Interests |
|  |  |  |
|  |  |  |

|  |
| --- |
| Skills |
|  |  |  |
|  |  |  |