**Gulfjobseeker.com CV No:** **1315716**

**Mobile** +971505905010cvdatabase[@]gulfjobseeker.com

To contact this candidate use this link

<http://www.gulfjobseeker.com/feedback/contactjs.php>

*Date of Birth: 20th June, 1986*

*Linguistic abilities: English, Hindi & Gujarati*

*Interests: Painting, Touring, Listening music*

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 ***Career Objective:***

Seeking a challenging position to explore my abilities and developing new opportunities in the process while providing quality work, solutions and further enhance to my credibility for betterment of the organization and myself.

 ***Key Skills:***

* Business Generation
* Academic Counseling
* Visa Counseling
* Business developement
* Prepare Students for Visa and Institute Interviews
* Expert knowledge of Student Visa for Australia, New Zealand, United Kingdom, Singapore, Canada, USA, EU Countries etc.
* Hosting delegates of foreign Universities
* Quality Check of Team’s Sales
* Problem Solving and Up gradation of Team
* Attending Various Seminars and Trainings
* Coordinating with Institute and Universities of various Countries
* Admission and Visa Applications
* Correspondence & MIS Reporting
* Team Building and Team Management
* Vendor Management
* Handling of new projects from start to completion
* Organization of events like seminars, spot admissions, education fairs etc.
* CR Management
* HR Management
* Profit Based Analysis
* Monthly & Yearly Projection

 ***Educational Credentials:***

* **MBA:** Pursuing 3rd Semester with dual specialization in Human Resources & Operations from Adarsh Institute of Management (Distance Learning), India. I have distinction till now.
* **MA:** Completed with Special subject of Sociology in 2009 from Gujarat University, India with Second Class.
* **BA:** Completed in Arts with subjects of Sociology, English and Psychology in 2007 from Gujarat University, India with First Class.

 ***Computer Knowledge:***

* MS Word, MS Excel, PowerPoint, Outlook, Internet

 ***Professional Experience:***

* **Europe Study Centre:**

*A multinational company in the field of overseas education. Dealing with student visas of all major countries. Main focus is European Countries.*

**Branch Manager – Ahmedabad Branch**  **September, 2014 to Present**

* **Storm Education Consulting Group:**

*A reputed national company, dealing with overseas education. Main countries are Australia, New Zealand, Canada, USA, UK, Singapore, Ireland etc.*

**Assistant Manager – Ahmedabad Branch**  **August, 2013 to September, 2014**

 **Achievements :**

* + Awarded as No. 3 best counselor of India during R & R, April, 2014
* **Array Globe Consulting Pvt. Ltd:**

*An overseas education consulting company specialized in countries like New Zealand, Australia, Singapore, UK, USA, Canada etc. This company works on online and telephonic consulting model.*

**Assistant Manager – Student Counseling October, 2012 to March, 2013**

**Sr. Executive – Student Counseling April, 2012 to September, 2012**

 **Achievements :**

* + Got confirmation with promotion within 6 Months.
	+ Won Start Performer Trophy 2 times.
	+ Received iPhone 4S as Incentive for a month.
* **Oceanic Consultants Pvt. Ltd.**

*A multinational company for overseas education. One of the best companies providing student visa consulting for Australia, New Zealand, Canada, USA and UK.*

**Senior Client Relationship Officer September, 2009 to March, 2012**

 **Achievements :**

* + Represented Ahmedabad Branch and West India during Branch meet 2012.
* **National Institute of finance & accounts (Sister Concern Company of GT Computer Hardware and Networking Engineering College):**

*A Vocational education training institute. Providing coaching for Indian and International Accounts and Finance along with important software.*

**Assistant Manager October-2007 to August-2009**

* **GT Computer Hardware and Networking Engineering College:**

*A Computer hardware and networking engineering college. Listed among few most reputed institutes, teaching computer related subjects in India. Provides coaching along with few international examinations in computing sector.*

**Head Counselor October-2006 to September-2007**

**Counselor November-2005 to September-2006**