**Curriculum Vitae**

**Education :**

* **Bachelor of Engineering** (**Computer Technology**)

from[**VJTI - Victoria Jubilee Technical Institute (Veermata Jijabai Technological Institute)**](http://www.facebook.com/pages/VJTI-Victoria-Jubilee-Technical-Institute-Veermata-Jijabai-Technological-Institute/140690472608093), Matunga, Mumbai, India.

* Standard 12 **MECHANICAL** (Vocational Course) at [Father Agnel,](http://www.facebook.com/pages/Father-Agnel-Bandra/112081165485572?ref=br_rs)  Mumbai, India.
* Standard 10 with **TECHNICAL** at [Amulakh Amichand Bhimji Vividhlakshi Vidyalay](http://www.facebook.com/pages/Amulakh-Amichand-Bhimji-Vividhlakshi-Vidyalay/133533363335816), KingCircle, Mumbai, India.

**Objective** **:**

* To Perform excellent than expectation.
* Looking for Assistant Manager/ Coordinator specially in Education/ Trading (Stock Management)/ Inventory Controller/ Marketing field

**Strength** **:**

* Good visualization, logical and analytical vision in term of software Testing & development. If I am given proper resources considering time, I have ability to make considerable company’s growth in about 6 months to 1 year.
* I have ability to manage in almost any field. Good leadership quality and ability to get work done from co-workers with team work approach. Good psychological understanding to make any students/ workers to perform better than earlier and make their career to professional which results in an institute growth too.

**Work Experience :**

 **Total :** 21 years

 **Management :** 15 years

[Assistant Manager (7 ½ years), Coordinator (2 years), Administrator (5 ½ years)]

 **S/w Development :** 6 years

 **Lecturer :** 5 ½ years

**Nov 2013 – 12 Feb 16 Al Rahmani General Trading Co. (LLC) at Horlanz, Deira, Dubai**

**Working as a Co-ordinator (2 years)**

**Work Details:**

* **Software development and modification** in validation, by applying other concepts as per requirement, labeling, improvising s/w by finding logical error, various bugs & providing proper solutions, links, making searching tool more efficient, making modules more user friendly, effective report generation, providing proper coding & it’s description by defining convenient rules etc.
* **Stock Management/ Inventory control** like adjustment if damage and excess/ shortage quantity of an items, checking validity and keeping track of slow/ fast moving items regularly, physically labeling & arrangements of stocks, maintaining minimum quantity and regularly updating to order for new stock of fast moving items and/or demanded items (cash/ debit) from supplier (local/ import) or other branches, Arrangements of money from cashier for supplier on demand, providing cash to the cashier from other branches through customers Etc.
* **Logistic:** Getting work done by Sr. Clerk regarding arrangement of transportation for customer like providing direct delivery to the customer location/ cargo location (for export) or arranging items to any of our branches as per customer requirement, similarly proving transportation to the supplier (local/ import) if required on demand, coordinating store manager, clerks, sales manager, salesman, customer, driver, supplier, purchaser, cashier, foremen etc., Giving reports to an Operation Manager as & when required.
* **Other Work:** Getting work done by Clerkregarding keeping track of driver record, attendance of store staff, maintain files physically, manual delivery note if any, MRN (material Requisition Note) for other branches, Delivery Note (cash/ debit), NDLN (Non delivery note), CSR (Cash Sales Return) DSR (Debit Sales Return), STO (Stock Transfer Out), iSTO(internal Stock Transfer Out), STI (Stock Transfer In) iSTI(internal Stock Transfer In), Adjustment (Excess/ Shortage) for good/ damage items, GRN (Good Receipt Note), maintaining delivery order, invoices and cash transaction for supplier (local purchase), Keeping the track record of data entry regularly in Main Ware House and in Main Hardware Store and solving any problem arise during data entry at the earliest etc.

**Jun 2006 – Oct 2013 R. N. Classes & R. N. Computer Institute, India**

**Working as an Assistant Manager (7 ½ years)**

**Work Details:**

* **Action Plan**: Under the knowledge and permission of Manager, keeping track of growth of all branches like net profit, students progress, teachers performance, parents satisfaction and resolving complaints (if any) efficiently at the earliest, regular advertisements (through hoardings, banners in social gathering/ festivals, cables, pamphlets distribution etc), personal visit to parents/ students if reqd., students preparation in 3 groups (scholar, average, weak), conduction Regular Test Series, arranging annual events like picnic, prize distribution, festival party etc. converting regular students for computer courses like computer hardware/ basic/ DTP/ programming/ tally /internet etc., Setting papers in words regularly. Developed s/w in C language to generate papers randomly.
* **Students attraction Schemes**: Deciding fees increment with quality improvements, concession to poor/ brilliant students, discount in group admission, increments in teachers/ staffs payments etc. All depends on various competitions around hence attraction of students and workers.
* **Infrastructure Maintenance**: Regular renovation/ maintenance of class rooms, computers & its accessories to make students feel comfort compare to other institute.
* **Future expansion:** Planning & implementing with less expense (as already established business just to carry on) and more profit by opening new branches regularly by surveying residential area nearby school and colleges considering other competitor’s strength.

**Aug 2000 to Jun 2006 Distill Technologies, India**

**Worked as a Software Developer (6 years)**

**Work Details:**

* **(1)c4u.com** (which is portal on cricket selection software. It keeps records of score board of under 18 for kanga league, herish-sheild trophy under the supervision of Mr. Praveen Amre

On basis of score board, the software finds out the best bowler, batsman, fielder etc for the selector to select them for higher competition transparently.

* **(2)** **mnet.com, synergy.com, freeindiaconcept.com** are network based portal Which keep records of all members, their purchase record, their commission time to time monthly basis
* **(3)** **hpprinter.com** is small module of hp printer branch which give details of products, and related information as reqd.
* Similarly other Desktop modules for school management, dispensary (medicines/ patients) managements etc were developed.
* Technologies : ASP, HTML, DHTML, Java Script, VB Script
* Development tools : MS Visual Studio 6.0, Crystal Report 8.5, Dreamweaver MX, FrontPage 2000, Adobe Photoshop 5.5
* Database : MS SQL Server, MS Access
* Web Server : IIS 4.0/5.0
* Operating System : Windows 2000 server/2003/XP, Windows NT 4.0

Also worked with Languages: .NET, C#, VB 6.0, Java 1.2, C, C++, VB.NET, PASCAL, FORTRAN, BASIC, COBOL; Technologies : ASP.NET, XML, JSP; Development Tools : MS Visual Studio.Net, Database : Oracle, Operating System : Window Vista, Window 8

**Mar 1995 to Aug 2000 Shree Ganesha Computer Center, India**

**Worked as Lecturer cum Administrator (5 ½ years)**

**Work Details:**

* **Computer Lectures :** Taking Lecture on Operating System DOS, WINDOW, Packages like MS OFFICE, DTP, COREL DRAW, ORACLE, all programming language BASIC, PASCAL, FORTRAN, COBOL, C, C++, JAVA etc.
* **School/ College Subject Teaching:** From small children to 12th Science and getting excellent result by understanding their psychology and then properly implementing according to their maximum strength as made many doctors and engineers, completing 2 years in 6 months, getting 60% result in about 1 month who got @10% throughout year etc.
* **Specialization** for engineering students (programming languages and engineering drawings), Mathematics and Science for school/ college students. Any subject and any Student with guarantee result.
* **Administration**: Managing the Computer Center in terms of arrangements of lectures, managing staff, maintaining computer lab, trouble shooting any software or hardware problems etc. Preparing notes and setting question papers with good data entry speed,

**Personal Particular :**

**Date of Birth** **:** 23rd August, 1967

**Religion**  **:** Hindu

**Nationality** **:** Indian

**Marital** **Status** **:** Married

**First Name of Application CV No:** **1669074**

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