

# Dev Shah

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## EDUCATION

**Deakin University**

**Geelong**

*Bachelor of Information Technology*

*Graduation Date: Mar 2026*

## WORK EXPERIENCE

**GWNH**

**Geelong**

*IT Support Specialist*

*Mar 2025 - Present*

- Revamped the online enrolment system using WordPress, which led to a 35% reduction in manual admin tasks and improved user experience for community members.
- Developed and scheduled automated weekly Azure cloud backups, significantly decreasing potential data recovery time by 80% in the event of system failure.
- Delivered in-person digital literacy training sessions to over 50 community members, increasing their confidence in using online tools and services.

**Jobify.io**

**Melbourne**

*Founder*

*April 2025 - Present*

- Created a browser-based AI assistant that automatically generates tailored cover letters and resumes based on job listings, improving user application quality and speed.
- Launched the platform with zero paid marketing and reached 150+ users within the first two days through organic promotion via LinkedIn and Reddit.
- Integrated key features such as job ad parsing, personalised email drafting, and follow-up automation, positioning the product as a career tool for job seekers.

**Deakin University**

**Geelong**

*Wellbeing Ambassador*

*March 2024 - Present*

- Designed and facilitated wellbeing workshops that reached over 200 students, focusing on mental health, resilience, and campus support services.
- Collaborated with university departments to improve the visibility and accessibility of student mental health resources, achieving 95% positive feedback from attendees.

## LEADERSHIP EXPERIENCE

**Domino's**

**Waurnpods, Geelong**

*Manager*

*April 2025 - Present*

- Managed shift operations and supervised a team of 8 staff during peak hours, improving order turnaround time by 20% and enhancing customer satisfaction.
- Introduced a smart rostering system that aligned staff hours with demand, reducing unnecessary labour costs by 15% without compromising service quality.

**Hike Youth**

**Geelong**

*Founder – Coordinator*

*March 2024 - Present*

- Founded a youth hiking initiative aimed at promoting outdoor wellness and community connection among students and young professionals in Geelong

**Government of India**

**Ahmedabad, India**

*Project coordinator*

*Jul 2022 - Sep 2022*

- Orchestrated logistical operations for over 5,000 attendees and 50 exhibitors, streamlining event setup and breakdown processes to reduce overall coordination time by 30%.
- Coordinated vendor schedules and resource allocations, resulting in the seamless execution of the event with zero delays and a cost savings of \$15K through efficient resource management.

## TECHNICAL SKILLS & PROJECTS

**Skills:** Excel, SQL, Power BI, WordPress, Python, AWS, SEO, Social Media Campaigns, Google Workplace

**Projects:** Web Security Analyzer, Home Lab Pentesting, NGO SEO Boost, Automated Backup System (Azure), Digital Enrolment Redesign