

Shivani Kapatel

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Objective

I'm Shivani and to obtain a fresher position in a technical field where technical skills and creative thinking are useful. A highly motivated software engineer seeking to get a position in a reputed company, where I can use my skills and knowledge to learn new things.

Work Experience

Team Member

March-2021 to August-2022

Tim Hortons, Toronto, Canada

- Greeting Customer, taking their orders and serving guests with beverages and food.
- Receiving payments, maintaining cash handling and storage of food.
- Stock shelves, keeping store cleanliness and sanitization and more.

July-2018 -October 2019

Pramukh Arch Surat, India

- Collaborated with different engineers for reporting tasks.
- Operated CAD Software such as AutoCAD, Civil 3D and Microsoft Office.
- Handled and solved ongoing queries regarding the construction phase.
- Maintained logs, reports, and records in the proper database.
- Participated in various clients designs meetings.
- Completed assignments before due, worked with and without team members on various projects.

Education

**BACHELOR OF CIVIL ENGINEERING | JUNE 2018 | GUJARAT TECHNOLOGICAL UNIVERSITY
FIRST CLASS HONOURS (CPI 7.47)**

PURSUING SOFTWARE ENGINEERING TECHNICION IN CENTENNIAL COLLEGE (2022-2024)

Certificate

AUTODESK CERTIFIED USER | AUTODESK | NOVEMBER 2018

Skills

- Multitasking
- Strong Communication
- Quick Learner
- Time Management
- Team Coordination
- Strong Professional work ethics
- Goal Oriented
- Microsoft Office
- Creative design and drafting

Volunteering

TEAM CO-ORDINATOR | BAPS, KOSAMBA, INDIA | NOVEMBER 2013 - NOVEMBER 2019