

KASHYAP GAUTAMKUMAR TRIVEDI

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Software Tester

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SUMMARY

Conducting manual and automated testing of software applications to ensure they meet quality standards and functional requirements. Staying up-to-date with industry trends and best practices in software testing and quality assurance. Highly motivated and professional with over 7 years of experience providing high-level support to senior executives. Proficient in managing meetings and events, handling confidential documents, and communicating with internal and external personals. Possess exceptional communication and interpersonal skills with a proven ability to work independently and as part of a team.

EDUCATION

Tops Technologies

Diploma in software testing and automation
Persuing since March 2024

Shree Swaminarayan College of Computer Science - Bhavnagar.

Bachelor of computer applications
June-2009

Silver Bells School - Bhavnagar.

Gujarat Secondary & Higher Secondary
Education Board

H.S.C. - Commerce (12th)
March-2006

S.S.C. - (10th)
March-2004

SKILLS

- Developing and executing test plans, test cases, and test scripts
- Identifying and reporting defects and issues in software applications, and working with development teams to resolve them
- Quality assurance and risk management with user acceptance testing
- Strong organizational and time-management skills
- Exceptional communication and interpersonal skills
- Ability to work independently and as part of a team
- Detail-oriented and able to handle multiple tasks simultaneously

PROFESSIONAL EXPERIENCE

IT Manager

Bytefury | July, 2021 - August, 2023

- Manage the schedules and calendars of the CEO and other senior executives
- Coordinate and schedule meetings and conferences with internal and external stakeholders
- Prepare and distribute meeting agendas, minutes, and other relevant materials
- Handle confidential information and documents with discretion and maintain their proper organization

Manager

Shiv Motors Driving School | July,2014 - May,2021

- Managed staffing schedules for high numbers of employee.
- Delivering operational efficiency whilst remaining under budget.
- Addressed customer issues with compassion and professionalism, ensuring swift, successful resolution.
- Implemented health, safety and well-being programs to drive productivity and high-quality services.

Team Leader

IMSI India Pvt. Ltd. | November,2013 - July,2014

- Professionally handled difficult customer complaints and objections to maintain first class customer service standards.
- Fostered positive employee relationships through communication, training and coaching.
- Provided leadership and direction for employees, supervising activities to drive productivity and efficiency.
- Led performance reviews and tailored employee feedback to facilitate professional development.