MEETH UTTAM KOTHARI

RELATIONSHIP MANAGER | SOFTWARE DEVELOPER

Webiste -   https://portfolio-ten-hazel-99.vercel.app

CONTACT

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EDUCATION

- **2019**
  Commerce
  JTC Jain mission hr secondary scl

- **2019 - 2022**
  B.Com - Accounting & Finance
  D G Vaishnav College

- **2023 - 2025**
  Software development
  Crio.do

EXPERTISE & SKILLS

- Languages: JavaScript, HTML, CSS
- Frameworks/Libraries: React.js, Bootstrap, Material UI, exprss Js, Node Js
- Development Tools: Visual Studio Code (VS Code)
- Computer Proficiency
- Customer relationship management
- Time management
- Ms office
- Amfi and Irdai certified

A dedicated developer making a career transition to IT, driven by a strong passion for technology and software development. Seeking to work in an environment that encourages professional growth and success, where I can utilize my skills and knowledge to contribute effectively and help make the organization more profitable.

Experience

Company Name - RISHABH COMPUTERS
Junior Technical support

Jan, 2021 - Apr,2022 (Part Time) & May,2022 - Sept, 2022 (Full Time) Total (1.8 yrs)

Worked as an customer / Technical support executive where I handled the following tasks.

- Daily engagement with customers on accounting software, computer application doubts, etc...
- windows installation and windows configuration, networking.
- completed 10 – 15 doubt (tickets) daily with 100% satisfaction.
- Replacement of computer, laptop parts.

Company Name - HDFC BANK
Relationship Manager

Oct,2022 - March, 2024 (1.6 yrs)

Maintained a fine relationship with the high net worth profile customers as well as front desk customers, walk in customers, to fulfill their banking doubts/queries, transaction, forex operations with 100% satisfaction, to understand their needs and cross sell of products. Act as an consultant for the customers to help them in investment.

CLUB ACTIVITIES

PEHAL INDIA

- Managing human resources and event planning for NGO activities.
- Financial management and budgeting for events.
- Leading financial management and budgeting for events.

PROJECTS

1. **Bot AI - Chatbox Website >> link - [Bot-Ai](#)**

    Developed a responsive chatbox interface using React.js, Material UI, and React DOM. Implemented Q/A functionality for real-time user Interaction with the bot. Added modal functionality for collecting feedback and suggestions from users, enhancing the overall user experience.

2. **Medify - Appointment Booking Website >> link - [Medify](#) (Desktop View)**

    Built a doctor appointment booking platform using React.js, Material UI, and React DOM. Implemented online appointment slot booking with a user-friendly dropdown interface. Developed a My Booking section to store and display appointment history for users, providing a streamlined experience.

3. **Room Chat - Private room chat >> link - [room-chat](#)**

    A private room chat app using react.js, socket.io,
    Multiple users can join from their browser after adding the same room id

4. **Phanom Profssionals >> link - [phanom-professionals](#)**

    Designed and developed a fully responsive IT services website using React, Tailwind CSS, and Swiper.js. Focused on modern UI/UX principles to create an engaging and seamless user experience across all devices.

- To find more of my work, please visit my **[github](#)** , there are some samples of the tech stacks used...

CERTIFICATES

- **[Software Development](#)**

    Software Development Fundamentals from National Skill Development Corporation! , with training provided by **[Crio.Do](#)**!

- **[Customer Service](#)**

    Awarded for outstanding customer service, ranking in the top 10 for the zone. Recognized for excellence in customer satisfaction and support.