B.R.Thanki **Bhavin R Thanki**

Santinath Flats

Block No K/16

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**CAREER OBJECTIVE:**

 Using fluent and effective communication skills I would like to enhance my skill set on any platform. I have the aptitude and adaptability towards learning new concepts and things. I would try my level best to justify the respect of the job with smart work, sincerity and leadership guidance as and when required.

**PROFESSIONAL STRENGHTS:**

* Possess three years of professional experience as a Technical Research Executive
* Excellent communication and analytical skills
* Ability to work independently and meet deadlines
* Possess excellent presentation and interpersonal skills
* Ability to handle multiple tasks and work under pressure

**TECHNIACAL PROFICIENCIES:**

* Internet Surf
* Familiar with Microsoft Word, Excel and PowerPoint
* In-depth knowledge of basic operating systems like Windows XP

**EDUCATIONAL SUMMARY:**

* Post Gradation Diploma in Computer Application at Saurastra University Year of May 2009.
* Master of Commerce at Saurastra University Year of August 2011.

**PROFESSIONAL EXEPERIENCE:**

1. Six Month as Computer Teacher in Kasturba Primary School at Porbandar

Duration October 2006 to March 2007.

2. Present work at JURISCAPE Legal Research Private Limited at Ahmedabad as a

Technical Research Executive, Date of Joining 20-12-2011.

**SKILL SET:**

* **E-Mailing**
* **Data Research**
* **HTML**
* **Website Info**

**JOB ROLE:**

**JURISCAPE Legal Research Pvt. Ltd, Ahmedabad.**

**Project: URL Management (R&D)**

**Role**: Technical Research Executive

**Duration**: Dec.2011 – till present

**Team Size**: 20

**Tools/Software**: Spider Bot, Hound & Employment Crossing

**Scope**: First collect data from the website. Search the Career page from client’s site and follow the company’s standard process. Configure the searched Career page URL. Create RejeX for caching client’s website URL. Map the client URL with appropriate tag. Verify configured URL on Hound. Store that URL in the Spider Bot tool and it will published on site then we mapping this jobs in Hound.admin.

**PERSONAL DETAILS:**

* Name: Bhavin Thanki
* Date of Birth: 23rd July 1987
* Employment Status: Full time
* Relationship status: Married

**REASON FOR LEAVING THE PRESENT JOB:**

For better prospects, future endeavors and to go ahead to the next step towards my destination.

**Thanks,**

**Bhavin Thanki**