Safvan Melethil

I am a versatile professional with expertise in Software, Hardware, and Business development. Skilled in team leadership, effective communication, and client relationship building, I bring a strategic, results-driven approach to delivering impactful solutions.

Adaptable and creative, I am committed to continuous learning and leveraging innovative strategies to drive organisational growth and success.

Contact

Location: Jeddah, Saudi Arabia
Mail: safvanmelethil2@gmail.com
Phone Number: +966 561070932
Portfolio: bit.ly/SafvanMelethil

Educational Background

Mini Master Of Business Administration (Mini - MBA)
London Institute Of Business & Management
09 Dec 2024 - Present

Honours Diploma in Hardware and Networking
Gtec Computer Education
10 Feb 2024 - 20 Sep 2024

Bachelor Of Technology In Computer Science And Engineering
Mea Engineering College - Kerala, India
20 Jun 2020 - 12 Apr 2024

Intermediates In Science
Al Mawarid International School - Jeddah, Saudi Arabia (Full Schooling)
10 Apr 2019 - 10 Mar 2020

Work Experience

Web Developer / Technical Support Engineer
AmrTm -Jeddah, Saudi Arabia
20 Nov 2024 - Present
- Front-end and full-stack development using HTML, CSS, React, and MongoDB.
- Hardware repair, network configuration, and OS troubleshooting.
- Experienced in resolving technical issues and delivering user-focused solutions.

Jr Web Developer
Tefora Software Solutions - Kerala, India
01 Jun 2024 - 31 Aug 2024
- Designed and developed dynamic and responsive websites using HTML, CSS, JavaScript, and React.
- Worked with senior developers to maintain and handle client sites.
- Also Managed With Tefora Academy Admission In Marketing.

Technical Skills
- Network Configuration
- Hardware and Software Maintenance
- Operating Systems
- Remote Support Tools
- System Administration
- Software Installation and Patching

Programming Skills
- HTML
- CSS
- JavaScript
- SQL
- PHP
- Firebase
- Bootstrap
- jQuery

Softwares and Tools
- Vs Code
- Git / Github
- Xampp
- Microsoft Office 365
- Google Workspace
- Overleaf
- Canva
- Video Editing Tools

Certification/Short Courses
- British Council: English Core and Spoken B2
- Microsoft: Office Specialist
- Google : Foundation of Project Management
- Certified Course in Microsoft Excel
- Front End- Technology from John Hopkins University

Program Manager (Intern)

Kerala Development & Innovation Strategy Council - Kerala, India
07 Jun 2023 - 07 Jul 2023
- Visited various colleges to introduce students to the Young Innovators Program, facilitating sessions to inspire and inform potential participants.
- Built connections with college representatives, students, and community members to enhance program reach and foster collaborative relationships.
- Distinguished as the top performer for this role in Malappuram district, recognized for outstanding contributions in program expansion and execution.

IT Project Manager (FellowShip)

Foruppo - Bangalore, Karnataka
01 Jun 2023 - 06 Sep 2023
- Assisted in planning and executing IT projects by coordinating tasks, timelines, and resources to ensure successful completion.
- Monitored project progress and provided timely updates to team members and stakeholders.
- Managed project documentation, including timelines, reports, and progress tracking, ensuring transparency and accuracy.

Publication

AI-Enhanced Precision Crop Rotation Management for Sustainable Agriculture

IEEEexplore, Scopus
- Published at : 2024 International Conference on E-mobility, Power Control and Smart Systems (ICEMPS)
- Integrated cutting-edge AI techniques to modernize agricultural processes and improve traditional crop rotation tactics

Leadership

- **Technical Team Lead** Department of CSE MEA
- **Head** Of Institution of Innovation Council MEA
- **Web Master** IEEE Kerala Section
- **Wise President**: Student Federation of India Ponmala LC

Declaration

I hereby affirm that all the information presented above is accurate and authentic to the best of my knowledge and belief. I am committed to upholding professional integrity and ensuring that the details provided reflect my skills, qualifications, and experiences truthfully.

Place: Jeddah, Saudi Arabia
Name: Safvan Melethil

Soft Skills

- Leadership Qualities
- Effective communication
- Presentation Skills
- Building Strong Client Relation ships
- Marketing and Business Development Specialist
- Communication

Expert In

- Web Development
- Technical / Desktop Support
- IT Management
- Project Management
- Mentoring
- Office Assistance
- Communication Related Activities
- Business Development
- Technical Consultant
- R & D

Achievements

- Envision Best Social Startup
- International Accepted Publication

Languages

- English (Fluent)
- Arabic (Speak and Read)
- Hindi (Speak)
- Malayalam (Mother Tongue)

Additional Information

- **Nationality** : Indian
- **Lives In** : Jeddah
- **Date of Birth** : 09/01/2002
- **Visa Status** : Visit Visa
- **Marital Status :** Single

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