

VEDANSHIPATEL

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OVERVIEW

Goal-driven and detail-oriented senior pursuing a degree in Business and Information Systems, set to graduate in December 2023 from New Jersey Institute of Technology. Eager to utilize my creative thinking, organizational prowess, and collaborative abilities. Renowned by peers for my strong work ethic and reliability, I am dedicated to helping your organization achieve its objectives.

EDUCATION

New Jersey Institute of Technology

Jan 2020 – Dec 2023

Major: Bachelor's, Business and Information Systems

PROFESSIONAL SKILL

- Applications: Google Office, Microsoft Office, Adobe XD, Figma, Docker
- Programming: HTML, CSS, MySQL, Bootstrap, JavaScript
- Academic Course work: Information Systems Management and Business Process, Discovering User Needs for UX, Database Design and Management Applications, Building Web Applications, Business Data Analytics, Financial Markets, and Institutions

PROJECTS

Skill Rise

- Designed website layout using Adobe XD, collaborating with team members to showcase creative thinking and, teamwork skills.
- Enhanced skills in user interface (UI) and user experience (UX) through the customization of the website layout.

Let's Talk Chat GPT

- Conducted in-depth interviews and gathered qualitative data to gain valuable insights into AI's implementation in education.
- Analyzed data and drew meaningful conclusions, identifying both the benefits and challenges of implementing AI in education.

Grandiose Construction

- Developed a responsive website using HTML, CSS, and Bootstrap, designing and implementing multiple web pages.
- Incorporated interactive features such as contact forms and rating systems, to enhance user engagement and interactivity.

WORK EXPERIENCE

Information Desk Assistant

Strategic Events and Conference Services, NJIT

Sept 2023 – Dec 2023

- Provide accurate and up-to-date information, assist with inquiries, and offer directions to students, faculty, and visitors.
- Perform administrative tasks, maintain organized documentation, and manage equipment lending.
- Promote campus events, collaborate with departments, and create a welcoming environment by providing friendly assistance.

LEADERSHIP ROLE AND COMMUNITY SERVICE

President / Treasurer

Art Club, NJIT

Feb 2022 – Present

- Lead and motivated all the members of the Art Club to perform their office hours and helped them implement their tasks.
- Planned and executed meaningful events for the Art Club, demonstrating strong organizational and leadership skills.
- Optimized fund allocation and utilized data analysis to make informed financial decisions while managing an \$8000 budget.

Graphic Designer

She's My Daughter, Washington, DC

Sept 2022 – Dec 2022

- Coordinated with the director to understand design requirement and preferences to create effective marketing materials.
- Displayed attention to detail in aligning design elements, typography, and imagery for cohesive and professional-looking flyers.