

# Viraj Shिवtarkar

Gender: Male

Age: 23

## Contact Information:

Email Id: [virajshiv14@gmail.com](mailto:virajshiv14@gmail.com)

Phone Number: 7506008942

LinkedIn :- [Viraj LinkedIn](#)

Github :- [Viraj Github](#)

Location: -Malad, Mumbai

## Career Objective:

To seek challenging assignment in a managerial function where skills and experience can be optimally utilized for achieving the organizational objectives while meeting my career aspirations.

## Managerial Skills:

- Teamwork
- Communication
- Technical Skills
- Problem Solving
- Time Management

## Technical Skills:

- Advance Microsoft Excel
- Google Spreadsheet
- Microsoft PowerPoint
- Tableau
- Python
- SQL

## Interests and Hobbies:

- Music
- Photography

## Academics

**Aditya Institute of Management Studies and Research**

**Mumbai, IN**

*Masters in management studies - Systems*

2022

- CGPI: 8.67

**Ghanshyamdas Saraf College of Arts & Commerce**

**Mumbai, IN**

*Bachelor of Science in Information Technology*

2019

- GPA: 5.73

## Corporate Exposure

**Vitrail**

**Mumbai, IN**

*Data Science Trainee.*

August 2022 – September 2022

- Using complex Excel and Google spreadsheet tools, create monthly sales, Daily sales, inventory and general market performance reports.
- Obtaining, evaluating, and modeling sales patterns and customer choice data sheets in order to inform inventory development and onboarding decisions.
- Data organization and analysis, creation of charts and graphs, and presentation of results to the leadership team

**Opulence Business Solution Pvt. Ltd**

**Mumbai, IN**

*IT Intern*

May 2021 - July 2021

- Project was assigned to analyse and research different types of features that can be implemented in a website.
- Designed a project plan to complete the given project in effective and minimum time.
- Analysed over 20+ different websites day-by-day to help build a consumer-friendly interface of the webpage.
- Designed the initial model of the website, with the help of a no-coding platform prepared a blueprint of pages.

**Mahagram Payment Private Limited**

**Mumbai, IN**

*Business Analyst*

August 2020 - October 2020

- Coordinate and handle more than 10 pan India stakeholders.
- Communicating with the customer on a day to day basis, collecting their requirements and proposing solutions to their problem. Solved over 75% of customers' issues on a daily basis.
- Collaborating with developers about the new implementations, changes and difficulties of clients.
- Assisted in documenting PCI DSS for the company.

## Projects & Assignments

**ALCOHOL DETECTION SYSTEM WITH GPS AND GSM – ARDUINO**

*TY.BSC.IT 2018 - 2019*

- This project is a prototype of a system that is designed to prevent drunk people from driving a vehicle and stop them from getting in an accident.
- The systems consist of alcohol sensor, GSM module for sim card, GPS module to get the location and Arduino as the CPU.

## Co-Curricular Activities / Certificate

- Google Data Analytics Professional Certificate 2022
- Class representative for MMS-Systems Batch 2021-2022
- Participated in Youth Conclave. 2021
- Participated in E-Summit 2021: Future Entrepreneurship-Growing Beyond Expectations. 2021