



# Gaurav Chavan

E-mail : [chavangaurav@hotmail.com](mailto:chavangaurav@hotmail.com) Website: <http://chavangaurav.github.io/cv>  
Phone : 9821923062 Address: Room No. 97,  
Mangelwadi 4/3,  
Juhu Tara Road,  
Santacruz West  
Mumbai 400 049

## Objective

---

Seeking a position where my extensive experience will be further developed and utilised. Extensive experience to the credit.

Have received employee recognition for consecutive three years in existing firm.

## Work experience

---

Deva Enterprises Ltd

May 2011 — Present

IT Head

### Key Responsibilities

- Managing and maintaining overall IT infrastructure including both hardware networking and software components of head office, branch offices, and outlets.
- Preparing promotional posts with appropriate content and artwork for social networks.
- Digital marketing companies Facebook page via both generic and paid medium.
- Search Engine Optimization of companies web site via Google AdWords.
- Preparing artworks for printing and social media.

## Qualifications

---

- Google Digital Marketing completion certificate.
- Cisco essential Linux completion certificate.
- Expertise in Adobe Photoshop, Adobe illustrator, Corel draw.

## Education

---

Secondary School Certificate

— 2009

Maharashtra Board

Obtained the Secondary School Certificate with **73%**

Higher School Secondary Certificate

2009 — 2011

Mumbai Board

Obtained the Higher School Secondary Certificate with **75%**

Bachelor of Commerce

2012 — 2015

Mumbai University

Obtained the Bachelor degree in commerce with **II class**.

## Post Graduation Diploma in IT

2016 — 2017

Mumbai University

Course completed but result awaited.

## Diploma in Software Engineering

2012 — 2016

GNIIT

Course completed but certificate awaited.

## Interests

---

- Graphic designing.
- Web designing.
- Blogging.

## References

---

On request.