

# TAPAN JOSHI

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## PROFESSIONAL SUMMARY

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Recent Graduate with a Masters in International Business and graduate specialization in IT.

- Achieved academic excellence in IT subjects, gaining a distinction average.
- CompTIA+ certified.
- Proficient knowledge& hands-on experience of working with SQL.
- Pursuing certification in Microsoft MCSA SQL, and Cisco CCNA and ITIL.
- Experience of working on different Windows platform such as Windows XP, Server 8, 10, 12 R2, Microsoft 365 and MS Office 2016.
- Knowledge of using Amazon Web Services and Microsoft Azure.
- Experience using different Citrix tools such as Xen Mobile, Net Scaler etc.
- Developed high competitive and strategic planning skills through research projects at University of New South Wales, Sydney.
- Developed written communication and presentation skills through completing an internship in Market Research and Business Development.
- Analysed on different IT projects giving me an industry-wide exposure.

## SKILLS

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|-----------------------|--------------------------|
| • Amazon Web Services | • Linux                  |
| • Azure               | • Microsoft Office 365   |
| • CompTIA+            | • Python                 |
| • CSS                 | • SQL                    |
| • HTML                | • TeamViewer             |
| • Hyper V             | • VM Ware                |
| • ITIL V3             | • Windows Server 2012 R2 |
| • Javascript          | • Windows 10             |
| • LAN/WAN             |                          |

## RELEVANT EXPERIENCE

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08/2014 to 02/2015    **IT Intern**

**Omnitech InfoSolutions Ltd – Mumbai**

- Perform research tasks with a view to gathering data pertaining to industry, company and customer trends.
- Support staff with IT related problems as well as setting up staff workstations with PCs, Macs, phones and laptops via the help of ticketing system.
- Assist business analysis teams in gathering and analyzing project requirements and transferring this information to other departments.

12/2013 to 06/2014    **IT & Business Intern**

**Plethico Pharmaceuticals Limited – Mumbai**

- Collecting data on consumers, competitors and market place and consolidating information into actionable items, reports, and presentations.
- Installing and configuring computer hardware, software, systems, networks, printers and scanners.
- Planning and undertaking scheduled maintenance upgrades.
- Investigating, diagnosing and solving computer software and hardware faults.
- Compiling and analyzing statistical data using modern and traditional methods to collect it.
- Provide competitive analysis on various companies' market offerings, identify market trends, pricing/business models, sales and methods of operation.
- Remain fully informed on market trends, other parties researchers and implement best practices.

03/2016 to 07/2016     **Business Development Intern**

**QLC – Sydney**

- Launched new sales training programs to drive continuous profitability improvements.
- Executed calling campaigns targeting direct end-user prospective accounts.  
Organised focus groups to design the best marketing strategy for product offerings
- Fostered and facilitated relationships with product distribution channels to increase product sales.
- Enhanced marketing exposure through effective website content management and direct correspondence with potential clients.

## **I.T. CERTIFICATIONS**

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- Certified in CompTIA+ and Google Online Support.
- Working on Microsoft's MCSA certification in SQL, Office 365, Mobility and Server Management.

## **EDUCATION**

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2017

**Masters in International Business: Masters**

**University of New South Wales - Sydney, NSW, Australia**

- Coursework in Management, Analysis and Business Strategy.
- Achieved Credit Distinction.

2013

**Bachelor of Science: IT**

**Symbiosis International University - Pune**

- Gained in-depth knowledge of various programming subjects such as C++, Java, VB. Net and Objects oriented topics.
- Achieved Distinction average for business subjects
- Covered different projects thought out the degree.

## **EXTRACURRICULAR ACTIVITIES**

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### **Chess**

- FIDE rated chess player.
- Represented School & University in various Chess tournaments.

### **Leadership Conferences**

- Attended UN Diplomacy Conference, Sydney.
- Participated in different leadership seminars at University of New South Wales, Sydney.

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### **Business Case Competition**

- Developed a comprehensive business plan in Deloitte Case Competition, Sydney.
- Participated in UNSW consulting competition and reached semi-finals, Sydney.
- Created Business Plan on employability at Interchange competition, Sydney.

### **Clubs & Membership**

- University of New South Wales Arc member.
- An active member of Management and Consulting Club at University.

### **Language Exchange Program**

#### **University of New South Wales**

- Gained insight into cultural differences that extended beyond what we can learn from a textbook.
- Developed communication and social skills in a culturally diverse group by meeting with students from different cultural and social background.

## **VOLUNTEERING**

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- Volunteered for different charity events organized by Symbiosis University in India.
- Volunteered for UN, Sydney to raise funds for differently abled people.
- Team leader for volunteering at Vivid Sydney.

## **REFEREES**

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Michael Cherry  
Associate Professor  
UNSW, Sydney

Rita Harding  
Executive Director  
NSW Transportation