

## RAJESH GADHVI (RAJ)

---

719, Ballarat Road,  
Ardeer, Victoria,  
3022.  
Mobile: +61 404265363.  
E-mail: rrgadhvi6@gmail.com

### CARRIER OBJECTIVE

To pursue a career where I can utilize my knowledge, skills and experience, to perform the best and to develop personally and professionally.

### ACADEMIC QUALIFICATION

- **Bachelors of Information Technology**  
Federation University, Australia. Currently studying graduation in 2019.
- **HSC or equivalent to class 12.**  
KV No.1 Harni, Vadodara, India (CBSE Board) completed in 2015.
- **SSC or equivalent to class 10.**  
KV No.1 Harni, Vadodara, India (CBSE Board) completed in 2013.

### COMPUTER SKILLS

- Certificate in Web Technology [*KS Technologies Pty Ltd., India.*]
- Operating Systems – All versions of Windows.
- Microsoft Office Excellency in Word and Power Point.
- Quick learner for any software provided.
- Troubleshooting, Formatting, Editing, Testing and much more in Computers I can provide help with.
- C++, C#, HTML, HTML5, CSS3, ASP.NET, and JAVA. I have learned all languages basic level and can provide intermediate level help in any of these computer languages.

### EXPERIENCES

- Crew Member [*Hungry Jack's, Australia.*] [*Jan 2016 to till working*] [*part time*].
- Cleaner [*Toll Transport Pty Ltd. Australia.*] [*Jan to July 2016*] [*part-time*].
- Personal Assistant [*KS Technologies Pty Ltd. India.*] [*Feb 2015 to Aug2015*] [*part-time*].

Duties include:

- Solving errors (asp.net/C++/HTML/CSS) caused during compilation of program.
- Data entries of all students and maintain registration of the Company.

- Maintaining an attractive and welcoming center by providing every kind of help.
- Assisting in planning, implementing and evaluating asp.net/C++/HTML and Program.
- Assisting in supervising and providing an appropriate guidance and techniques for students up to 16 years in programming.
- Build-up normal log-in websites and database.

## SKILLS AND ABILITY

- Good typing speed and advance knowledge about computers.
- A fast learner, highly organised, with strong ability to prioritise.
- Energetic, multitasking and punctual.
- Excellent communication and interpersonal skills, able to relate to people.
- Ability to maintain confidentiality, professionalism and discretion at all times.

## LANGUAGE PROFICIENCY

- English
- Hindi
- Punjabi
- Gujarati.

## ***References***

1. Pamela Winters  
[0450740238], [pwinters@atmc.edu.au]
2. Simon Douglas Watt  
[swatt@atmc.edu.au]
3. Abhinay Kumar  
[0451 10 3663], [kabhinaykumar@gmail.com]