

RESUME

Name : Venus R. Shah

Contact No. : 8369178158

Career Objective:

To seek a position where I can effectively contribute my skills by applying my knowledge and to synchronize my personal growth with that of my organization.

Academics:

Education	Year	School/ College
DIPLOMA IN INTERIOR DESIGNING	2016	L.S. Rahega college
TYBcom	2014	Vivek College of Commerce
H.S.C.	2011	Vivek Junior College of Commerce
S.S.C	2009	Vivek Vidyalaya High School

Technical skills:

- 1.Office package : Microsoft word , Microsoft Powerpoint , Microsoft Excel
- 2.Graphic design tools : Autocad 2D,Google Sketchup.
- 3.Basic computer course

EXPERIENCE :

1)Rajesh Gajjar Architect : Worked as an Junior Interior Designer(INTERNSHIP)

Duration:1st July 2016 to 6th June 2017.

2)Space Logic Interiors: Worked as an Interior Designer and Site Supervisor.

Duration:9th August 2017 to 30th June 2019.

3)The Belgian Waffle Co : Worked as an Project Incharge.

Duration:Starts from 1st July 2019 to 26th September 2020.

4)Shree Shanti Homes Llp : Worked as a Sales person.

Duration: 27thDecember 2020 to 27th July 2022.

5)Prime Ceramics : Worked as Sales person.

Duration:8th August 2022 to 16th August 2023.

Professional Qualification:

- Site supervision
- Site planning
- Materials knowledge
- Measurement knowledge
- Dealing with clients, suppliers, labours and contractors for completion of work

Personal Qualities:

- Positive approach
- Self confidence
- Dedicated and determined
- Ability to quickly grasp new concepts
- Willingness to learn
- Leadership quality
- Managing ability

Personal Details:

E-mail ID : shah.venus07@gmail.com

Date of Birth : 16th July,1993

Languages Known : English, Hindi, Marathi, Gujrati

Hobbies : Cricket, Badminton, Swimming

Address : 61/201,Om Guru krupa building, M.G.road, Shree nagar society, Goregaon west, Mumbai-104

Declaration:

I hope that my qualification & skills would meet your requirement and I look forward to build a healthy relation to serve your prestigious organisation.

I hereby declare that the above mentioned information is true to the best of my knowledge and belief.

- Venus Shah