



RESUME FORMAT

Department: Training, Placement & Alumni

Format No: AIMS/TPA/RF/02

Version: 00

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R.M. Bhattad Road, Ram Nagar, Borivali (West), Mumbai – 400 092.



CHETAN DODIYA

Contact Information

Contact No. +918850225513

DOB: 26/06/2000

Email Id:

chetandodiya36@gmail.com

LinkedIn:

<https://www.linkedin.com/in/chetan-dodiya-392697269/>

Permanent Address: 101-A Wing,
CBE Saraswati Sadan,
Gurudwara lane Navghar road,
Bhayander (East) 401105

Career Objective

To secure a position in a dynamic and innovative company where I can bring my strong interpersonal skills and drive for excellence to contribute to the growth of the organization.

Managerial Skills:

- Problem-Solving
- Interpersonal
- Coordinating

Technical Competencies & Additional Certifications:

- Certificate course in computer technology
- Certified Course in MS Excel and Tally ERP
- Adobe After Effects 2020

Languages Known:

- English
- Hindi
- Gujarati
- Marathi

Interests and Hobbies:

- Watching anime and Documentaries
- Football

Academics

| Course | Institute & University | Year of Passing | CGPA/Percentage |
|---------------|--|-----------------|-----------------|
| MMS (Finance) | Aditya Institute of Management Studies and Research (Mumbai University) | 2024 | Pursuing |
| Graduation | Shankar Narayan College of Commerce and Arts (Mumbai University) | 2021 | 7.13 |
| H.S.C | Nirmala Memorial Foundation College of Commerce and Arts (Maharashtra Board) | 2018 | 53.38% |
| S.S.C | Sacred Heart Boys High School (Maharashtra Board) | 2016 | 63% |

Corporate Exposure

Greenedge Capital Advisors

Duration: 2 Months

Designation: Relationship Manager

Job Profile: Wealth Management

Manage investment relationships of clients in the Wealth (HNI, Ultra HNI) space.

Project & Assignments

- Case Study Presentation on ITC-IBD.
- Sign Language Act Play

Co-Curricular Activities

- Sports teams
- Volunteering & fundraising
- Teaching, tutoring, and training people

