**KARIM PADANIYA** - **Ahmedabad, GJ, IN**IT Professional, Freelancer:
Content Development & Translations and Training Industry

CELL -0-7600649447/0-8000413043. E-mail- kcpadaniya@gmail.com

**Career Objective:**

* To have a sustainable professional post and/or lead the field of Training and Development or Information Communication Technology Industry.
* To be a Multi-skilled professional and benefit the institution in the field of Training and Development.
* To work with advanced and creative skills in the best possible way for achieving the goals of the institution, to enhance my professional skills in a dynamic and stable workplace as well as to develop the people with whom I work in best manners.

**Educational Profile:**

* Obtained an online course: Think Again I: How to Understand an argument offered by Duke University. 2017
* Obtained International Training Program offered by Institute of Ismaili Studies, London 2015.
* Obtained Professional ICT Course **in Masters in Multimedia & Technology** from Picaso International Animation School Navsari in the year of 2010 with an A grade.
* Obtained **Corel Graphics Designer** Online Certificate Course by Corel Canada in the year of 2009 with an A Grade
* Obtained **Bachelor of Arts Degree** in English Language from the Dr. B.A. University Ahmedabad in the year of 2008 with an aggregate of 55%.
* Obtained **Diploma in Computer Application** in the year of the 2005 with an A Grade.
* Obtained **Primary Teacher, Secondary Teacher and Teacher Educator** certificate after getting the successful training from the Agakhan ITREB in years of 2001, 2006 and 2007 respectively – 16 years of experience to work with children, adolescents, youth and adults.

**Professional Experience:**

## **10 Years!!**

## **1-6-2014-Present Date Programme Manager at Agakhan ITREB** (Mumbai, Working remote from Ahmedabad) Academic Role.

* Management of Educational/Training Programme.
* Presentations creation for Sessions/Seminars/Meetings and Training
* Content Creations: brochures, posters, fliers, forms, mailers, image editing, articles, write-ups
* Curriculum design and review
* Management of Translations: English, Hindi, Gujarati
* Scripting
* Session deliveries
* Brainstorming for content creation
* Information Communication Technology Solutions
* Handling Continuous Professional Development of volunteers (Academics)
* Creative Implementations

## **2010- 2014: Freelance Content Writer, Curriculum Developer and Translator**

* Translation Services
* Trainings, Educational Contents and Curriculum for Information Communication Technology, Personal and Professional Development Trainings to various sectors since 2010. Have conducted 644 sessions in 273 workshops
* Professional Blogger
* Workshops for development around India.

**2007- 2009: Worked as an Program Officer at the Agakhan ITREB Junagadh**

* Organized Academic Programs and conducted training Sessions.
* Worked as mentor and educator for teacher Groups.
* Management Information System.
* Played a vital role in curriculum development

**Voluntary Experience:**

 **15 Years! November 2001-November 2016:** Aga Khan Development Network as teacher, educator, trainer, faculty, board member and other programmatic capacities.

**Professional Performance:**

* I have delivered 644 **Professional Development** sessions in 273 seminars across India.
* I have worked as **faculty for NASSCOM Foundation’s (Mumbai) ConnectIT Advanced Information Technology Workshops** (powered by of Microsoft India) from 2010 to 2014.
* Worked in Gujarat, Maharashtra, Karnataka, Tamil Nadu, Telangana, Andhra Pradesh, Assam, Bihar and Delhi.

**Professional Products:**

* **English Master:**  A curriculum to learn, improve and polish English. British English.
* **Office Expert:** one of the ICT Workshops designed for professionals to leverage them into Advanced Office
* **Simplifying It:** An expert level ICT course for office professional covering online-offline tools to power them in computing

**Professional ICT Expertise:**

* **Operating Systems**: Windows97, Windows2000, Windows ME, Windows XP, Windows Vista, Win7, Win8, Win10.
* **Office Package**: Expert of Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft PowerPoint, Microsoft FrontPage, Microsoft One Note 2000 / 2003 /2007 / 2010 /2013
* **Web Based Applications**: Online Collaborating, Cloud Computing
* **Marketing & Outreaching Tools:** Blogging (Indi Blogger Member), Web 2.0, Social Media Expert

**Key Skills:**

|  |  |
| --- | --- |
| Self-Motivated | High level of energy |
| Verbal communication skills | Decision making & Critical thinking |
| Organizing and planning | Patience & Tolerance |
| Flexible to different situations | Team Leading |
| Communicator | Mentoring |
| Openness to learn | Good Presenter |

**Personal Profile:**

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| --- | --- |
| **Name** | :  Karim Chhotubhai Padaniya |
| **Father's Name** | :  Chhotubhai Abbas Padaniya |
| **Date of Birth** | :  23-05-1986 |
| **Gender** | :  Male |
| **Marital Status** | :  Married |
| **Nationality** | :  Indian |
| **Permanent Address** | : “Blessings” Nr. Ismaili Jamatkhana, At: Sangodra-Gir, Via-Talala-Gir, Dist. GIR SOMNATH Gujarat-362 150 |
| **Contact No.** | : (02877) 281462 / 0-7600649447, 0-8000413043 |
| **Address in Ahmedabad** | 3-A, Green Park Society, Opp: MS Public School, Shah-e-Aalam Roza, Danilimda, Ahmedabad 380 028 |

 **Desired Industry:**

Training & Development, Information Technology, Education, Translations, Content Development etc.

**Declaration:**

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Date: 06/07/2018

**Digital Appearance:**

* LinkedIn: <https://www.linkedin.com/in/karimpadaniya/>
* FB: <http://facebook.com/karim.padaniya>
* FB English Master – English Language Learning Content Portal: <https://www.facebook.com/englishmaster2013/>
* Cloud Digest: <http://clouddigest.blogspot.in/>
* Cities & Destinations: http://kptravelnotes.blogspot.in/

**E-Papers:**

1. The ICT Daily: <http://paper.li/KarimPadaniya/1360734859>
2. Office Daily: <http://paper.li/KarimPadaniya/1423299315>
3. Health Bulletin: <http://paper.li/KarimPadaniya/1423051298>
4. Money Mantra: <http://paper.li/KarimPadaniya/1479730870>
5. The Weekly PowerPoint Magic: <http://paper.li/KarimPadaniya/1471503648>
6. The Cricket Buzz: <http://paper.li/KarimPadaniya/1479386126>

**Articles written for Netspace India:**

* 1. <https://www.netspaceindia.com/best-faster-web-hosting-for-magento/>
	2. <https://www.netspaceindia.com/knowhow-how-google-handle-new-top-level-tld-domains-for-search-result/>
	3. <https://www.netspaceindia.com/sri-lanka-is-going-wi-fi-with-googles-internet-balloons/>
	4. <https://www.netspaceindia.com/tool-to-find-deleted-and-suggested-domain-first-time-in-india-netspaceindia/>
	5. <https://www.netspaceindia.com/google-is-ambitious-to-put-20-million-indian-small-and-medium-businesses-on-internet-in-upcoming-2-years/>
	6. <https://www.netspaceindia.com/ssl-available-for-free-with-every-shared-hosting/>
	7. <https://www.netspaceindia.com/understanding-google-algorithm-and-its-update/>
	8. <https://www.netspaceindia.com/how-to-create-a-blog-for-free/>
	9. <https://www.netspaceindia.com/understanding-pulse-how-to-use-linkedin-pulse/>