# Resume Salesforce Administrator

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## **Career Objective:**

To get an opportunity that allows me to showcase my skills and contribute to the company's growth.

## **Technical Skills:**

- Practical knowledge of creating **Custom objects**, **Junction objects**, **Master-Detail and Look-Up relationships**.
- Practical knowledge of controlling organizational modifications like creating **Roles**, **Profiles**, **Page-Layouts**, **Workflow**, **Process Builder**.
- Hands on working with various salesforce.com **Standard objects** like **Accounts**, **Contacts**, **Opportunities** etc.
- Proficiency in SFDC Administrative Task like creating Roles, Profiles, Page Layouts, Email services, Relationships, Field Dependencies, Approval process, Reports and Dashboards.
- Hands on development using Apex, SOQL, SOSL, Async Apex, Apex Trigger, Apex Class, Apex Test Class.
- OOP's Concepts
- HTML-5 Basics
- Microsoft Excel

## **Certification:**

- Salesforce Administrator
- Salesforce Platform Developer-1

## **Project Details:**

## **Hotel Reservation Application:**

The reservation app is to reserve rooms in hotels at various locations. Executive will create reservations for the customers and take Room Service requests. Make logical assumptions where requirements are not fully clear.

## **Responsibilities**:

- Performed detailed analysis of business and technical requirements and designed the solution by customizing various **standard objects** of **Salesforce.com**
- **Designed**, **implemented**, and deployed the **Custom objects**, **Page layouts**, **Custom tabs**, to suit the needs of the application.
- Worked with various Salesforce.com Standard Objects like Accounts, Contacts, Reports and Dashboard.

- Created Custom Objects like Room\_c, Reservation\_c, and Room Service\_c.
- Calculated Discounted Price using Formula field.
- By using **REGEX** function in **Validation Rule** for accepting relevant input.
- Used **Flow Automation** for sending email.

#### **Educational Details:**

R. T. M. Nagpur University. Bachelor of commerce (Computer Application) -7.38 CGPA	- 2017 to 2021
Yadarao Dhote Junior College, Rajura 12 <sup>th</sup> Standard (HSC) – 55.02%	- 2017
Mahatma Gandhi Vidyalay, Gadchandur 10 <sup>th</sup> Standard (SSC) – 61.20%	-2014

## **Personality Traits:**

- Ability to work as individual as well as in a group.
- Management skills
- Confident and determined.
- Ability to cope with different situations.
- Good learner with positive attitude.

## **Academic Projects:**

## **Online Music Instruments Store:**

- Online Music Instrument site is developed using PHP, CSS, and JavaScript. Talking about the project, it contain an admin side and user side from were a user can order instruments easily.
- The admin play and important role in the management of site. In the project, the user has to perform all the main function from the admin side.
- To order a product first, the user has to select available Instrument. Than the user has to provide certain information such as quantity, name, email, phone number location.

#### **Personal Profile:**

- Date of Birth 17 March, 1999.
- Gender Male.
  - Languages known English, Hindi, Marathi
- Address
  - Vaishali Nagar, Ward no-6, Gadchandur, Ta-Korpana, Dt- Chandrapur
- Interest & Hobbies Sports (Basket Ball), Reading Books, Exploring wildlife

#### **Declaration :**

I hereby declare that the above mentioned particulars are true up to the best of my Knowledge and belief.

#### DATE:

PLACE : PUNE