



# GOUTHAM VIJAY

Golden Visa-Dependent  
Valid UAE Driving License

## CONTACT

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## SOFT SKILLS

- Critical Thinking
- Team Building
- Problem Solving
- Presentation & Communication

## TECH SKILLS

- Microsoft Office: Proficient in Word, Excel & PowerPoint
- Power BI
- Google Forms/Docs/Slides/Sheets
- Lucid Chart (Coursera)
- Trello
- WordPress
- Asana
- Canva
- WordPress

## LANGUAGES

- English
- Hindi
- Malayalam (Native)
- Arabic (Elementary)



## PROFILE

MBA graduate in International Business from Manipal Academy of Higher Education, Dubai, with a strong interest in business administration, marketing management, service operations, and project management. Adept at applying interpersonal skills, time management, and problem-solving to deliver results in dynamic business environments. Eager to contribute to organizations through full-time roles that provide professional challenges and opportunities for growth.



## EDUCATION

- MBA-INTERNATIONAL BUSINESS** 2023 - 2025  
Manipal Academy Of Higher Education | Dubai-  
United Arab Emirates
- BA (Hons.) - BUSINESS STUDIES** 2020- 2023  
University of West London | Ras Al Khaimah-  
United Arab Emirates



## CERTIFICATIONS

**KAPLAN MIDDLE EAST & NORTH AFRICA | DUBAI, UNITED ARAB EMIRATES**

**Issue Date:** April 2025

**Key Module:** Fundamentals of Digital Marketing

**COURSERA | ONLINE**

**Issue Date:** July 2024

**Key Modules:**

- Create a Project Charter with Google Docs
- Getting started with Asana
- Improve Business Performance with Google Forms
- Trello for Beginners
- Build a free website with WordPress
- Business Analysis & Process Management

**APTECH COMPUTER TRAINING | SHARJAH, UNITED ARAB EMIRATES**

**Issue Date:** September 2021

**Key Module:** MS Office (Word, Excel, PowerPoint, Outlook, Internet)