

AZHAR DADIPATEL

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 Dewsbury West Yorkshire
WF12 9HE

I am a dedicated professional currently balancing roles in education, office administration, and the smart home business. My experience in an office setting has equipped me with strong organizational and multitasking skills, including data entry, expense tracking, maintaining filing systems, and supporting front-desk operations. My involvement in the smart home industry has further developed my technical expertise and problem-solving abilities. Additionally, as a teacher, I am passionate about creating engaging learning environments that inspire students to reach their full potential. These diverse roles have strengthened my adaptability, time management, and communication skills, and I am continuously seeking opportunities for growth and development.

MY PORTFOLIO

<https://smartsolutions.services/portfolio/>

EXPERIENCE

09/2022 - Current **Office Worker, Masjid Noor & Education Centre, Dewsbury, West Yorkshire**

- Calculate student's fees and contact parents for outgoing payments.
- General paperwork - policies, display cards, posters, other handouts for students
- keep website up to date.
- Organising and updating students and staffs records.

10/2022 - Current **Teacher, Masjid Noor & Education Centre, Dewsbury, West Yorkshire**

- Teach students how to read Arabic/Quran utilising variety of teaching strategies to meet diverse student needs.
- Established clear objectives for all lessons.
- Observed and assessed student performance to identify areas requiring improvement.
- Set and communicated ground rules for classroom to encourage respect and personal responsibility.
- Earned positive feedback from parents regarding classroom instruction and student learning success.

11/2023 - Current **Electrical - CCTV, Smart Homes, SmartEye, Dewsbury, West Yorkshire**

- Helped install hard-wired CCTV systems to a high standard.
- Created the inventory management software and updated to keep track of stock and profit.
- Smart Home - Strong understanding on how wireless devices operate within a smart home. Used Smart Centralised Home systems to control lights and blinds and other devices like CCTV cameras to give clients ability to control and monitor home from remote locations and add comfort and convenience to controlling the home.

EDUCATION

2021

A-Levels

Heckmondwike Grammar School, Heckmondwike, KIR

Maths = C

Computer Science = D

Physics = E

2019

GCSEs

Thornhill Community Academy, Dewsbury, KIR

5 GCSE's Including English and Maths

Maths = A (7)

Combined Science = A, A (7, 7)

English = C (5)

Design & Technology = B (6)

Computer Science = B (6)

SKILLS

- Data entry and records management
- Microsoft Office Suite (Word, Excel, PowerPoint...)
- Front desk and visitor support
- Database management
- Custom software development
- Multitasking and prioritisation
- Team collaboration and independent initiative
- Communication
- Problem-solving and technical troubleshooting
- Adaptability and time management
- Research and continuous learning

HOBBIES AND INTERESTS

- Software developer - Self-taught creating mobile apps and websites for fun and have created multiple apps for clients.
- IT – use image manipulation software to create and edit posters and images. Also have started designing floorplans in a 3D creation software.
- Community Leadership: Lead the morning prayer at my local mosque, demonstrating responsibility, consistency, and a strong connection to my community.
- Fitness Enthusiast: Committed to keeping healthy by going to the gym regularly.