

Prakash Purohits

☎ +91 97232 43888 | ✉ prakashpurohit222@gmail.com

📍 Ahmedabad, Gujarat, India

Career Objective

Motivated and goal-oriented professional with a passion for continuous learning and personal growth. Seeking to contribute my experience in training, project management, administration, and CSR to a dynamic organization. I aim to leverage my skills in communication, leadership, and strategic planning to drive both personal and organizational success.

Professional Experience

CSR Head

Karma Foundation — *April 2023 – Present*

- Lead CSR initiatives focusing on health, education, and environmental sustainability.
- Built strategic partnerships and oversaw project planning, fundraising, and community impact assessments.

Key Skills: CSR Strategy, Stakeholder Engagement, Fundraising, Impact Assessment

Impact: Strengthened the foundation's community outreach and enhanced its public image.

Location Manager

Moinee Foundation (Vodafone Foundation's e-Vidya Program) — *Jan 2023 – Mar 2023*

- Managed resources and logistics to support digital education in underserved communities.
- Ensured smooth implementation of the e-Vidya program across multiple locations.

Key Skills: Program Coordination, Logistics, Stakeholder Communication

Impact: Increased digital literacy and educational engagement in target areas.

Project Manager (Talli Clinic)

Scanbo India Pvt. Ltd., Gujarat — *Oct 2022 – Dec 2022*

- Sole representative managing 10+ telemedicine projects from inception to execution.

- Delivered 100% on-time project completion with strong client satisfaction.
Key Skills: Project Management, Vendor Coordination, Budgeting
Impact: Strengthened Scanbo's presence in Gujarat, increasing repeat business opportunities.
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Program Coordinator | Project Manager | Faculty
Namaste Life NGO, Ahmedabad — Jan 2015 – Jun 2021

- Led educational and vocational programs benefitting over 500 individuals annually.
 - Delivered community outreach and empowerment initiatives.
Key Skills: Program Management, Teaching, Social Impact, Multi-project Handling
Impact: Empowered marginalized communities through life skills and education.
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Manager (Communication & Admin)
Medico Media Communication Pvt. Ltd., Ahmedabad — Jan 2015 – Jun 2022

- Led strategic media campaigns, team management, and client engagement.
 - Streamlined admin functions and improved resource allocation.
Key Skills: Media Strategy, Team Leadership, Administrative Management
Impact: Enhanced brand visibility and reduced operational costs by 15%.
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Senior Executive – Training & Development (HR)
Doshion Ltd., Ahmedabad — Jun 2008 – Mar 2012

- Developed employee training programs, leading to a 20% increase in retention.
 - Launched HR initiatives including online T&D modules and induction programs.
Key Skills: Training & Development, Performance Management, HR Strategy
Impact: Built a culture of continuous learning aligned with organizational goals.
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Core Competencies

- Leadership & Team Management
- Corporate Social Responsibility
- Project & Program Management
- Employee Training & Development
- Communication & Stakeholder Management

- Strategic Planning & Process Optimization
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Additional Experience & Contributions

- **WHO External Monitor** – Contributed to public health assessments and outreach.
 - **Health & Wellness Programs** – Led awareness sessions in schools and villages.
 - **Prison Rehabilitation** – Conducted skill training (stitching, beauty, computers) for inmates.
 - **Employee Engagement Lead** – Spearheaded wellness, safety, and celebration events.
 - **Self-Defence Trainer** – Conducted sessions for police constables, corporate women, and students.
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Creative & Technical Skills

- **Design & Multimedia:** Video editing, logo, brochure, poster, catalog, web template & magazine design
 - **Software Knowledge:**
 - MS Office Suite (Word, Excel, PowerPoint, Publisher)
 - Adobe Creative Suite (Photoshop, Illustrator, Dreamweaver, PageMaker, Flash)
 - CorelDRAW
 - **Web Design:** Flip charts, presentations, and website mock-ups
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Education & Certifications

- **MSW (Master of Social Work)**
 - **B.Com**
 - **Higher Secondary Certificate (H.S.C)**
 - **Secondary School Certificate (S.S.C)**
 - **Certified Courses:**
 - Adobe Flash (Arena Animation)
 - CAPD Course
 - “I Can I Will” Personality Development
 - Certified Self-Defense Trainer
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Hobbies & Interests

Photography | Yoga | Public Speaking | Traveling | Fitness | Music | Reading | Volunteering | Learning New Skills | Technology Exploration

Personal Details

- **Marital Status:** Unmarried
 - **Permanent Address:**
362/2, 1st Floor, Opp. Ranchodji Temple
Nr. Moti Hamam Pole, Gheekanta Road
Ahmedabad – 380001
 - **Father's Name:** Mr. Chunilal P. Purohit
 - **Mother's Name:** Mrs. Shantaben C. Purohit
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Declaration:

I hereby affirm that the information provided is true and accurate to the best of my knowledge.

Regards,

Prakash Purohit

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