VIJESH VALIYA VEETTIL

Location: Dubai, UAE | Availability: Immediately | Visa Status: Visit | Nationality: Indian
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Passport Expiry: 23/06/2031 | LinkedInd: https://www.linkedin.com/in/vijeshvaliyaveettil/

Profile Summary:

A seasoned IT professional with over 20 years of experience, including 2 years in the UAE. Proven expertise in IT project management, software development, office administration, and business operations. Adept at leading high-performing teams, delivering innovative solutions, and driving organizational success. A detail-oriented, adaptable, and results-driven professional, currently based in Dubai and ready for immediate joining to contribute to diverse fields such as IT project management, HR management, office administration, web development, and beyond.

Key Skills

- IT Project Management & Coordination

- Web Development & Programming (PHP, Laravel, ReactJS, NodeJS)

- Office Administration & Operational Management

- HR Processes & Team Leadership

- System Analysis & Design

- Database Management (MySQL, MongoDB, SQL Server)

- Technical Support & Troubleshooting

- Proficiency in MS Office (Word, Excel, PowerPoint)

- Time Management & Organizational Skills

- Strong Communication & Negotiation Skills

Certifications

- Certification Course in Data Entry & Office Automation LBS Centre for Science & Technology, Kerala, India

Professional Experience

Web Developer, Project Manager & Project/Client Coordinator

VeesWorld Digital Consultant, India | Mar 2019 – Mar 2025

- Handled clients from the UK, US, and Australia, creating project development time and price estimations. Successfully completed over 50 projects with exceptional client satisfaction.

- Directed end-to-end IT project planning and execution to ensure timely delivery and exceptional quality.

- Developed innovative web solutions using PHP, Laravel, and ReactJS to meet clients' needs.

- Managed daily operations, financial planning, and client relationships, fostering business growth.

- Provided training and mentorship to teams, enhancing skills and productivity.

- Designed and deployed IT systems that streamlined operational workflows by 30%.

Founder, Head of IT, HR & Accounts

Migrit Overseas Consultant LLP, India | Aug 2021 – Present

- Established business strategies that led to successful market expansion.

- Oversaw IT infrastructure and implemented cybersecurity measures to safeguard company data.

- Delivered effective HR solutions, including recruitment, training, and performance reviews.

- Designed and maintained financial systems for budgeting and payroll.

- Integrated new technologies to boost efficiency across business operations.

Web Master

Polimar, Sharjah, UAE | Apr 2007 – Jan 2009

- Managed website development and maintenance, ensuring optimal security and performance.

- Created visually appealing web designs and functional backend systems.

- Collaborated with graphic designers to enhance user experience.

- Developed online tools and games to engage users effectively.

Senior PHP Programmer

NewAgeSys Solutions, India | Mar 2011 – Jan 2012

- Developed scalable web applications, optimizing performance and security.

- Provided technical mentorship to junior developers, fostering team growth.

- Conducted system analysis to improve existing processes and solutions.

Senior Programmer

Fox Digital Web, India | Mar 2009 – Mar 2011

- Delivered high-quality IT solutions with a focus on scalability and usability.

- Conducted code reviews and quality assurance to ensure adherence to standards.

- Collaborated with design teams to develop innovative features for websites and applications.

Project Coordinator & Web Developer

Rainend, India | Dec 2011 – Feb 2019

- Coordinated multiple projects to ensure timely completion and client satisfaction.

- Designed and developed web applications, integrating database solutions for dynamic functionality.

- Maintained strong communication with stakeholders and team members throughout project lifecycles.

Data Entry Operator

Routers Intermedia, India | May 2001 – Jan 2003

- Entered and managed data accurately, maintaining integrity and confidentiality.

- Generated detailed reports to support decision-making processes.

- Provided operational support to streamline workflows effectively.

Education

Bachelor of Computer Applications (BCA) University Of Madras, Tamil Nadu, India | 2006

Achievements

- Successfully implemented advanced IT systems that reduced operational downtime by 25%.

- Led cross-departmental training programs, increasing system adoption rates by 40%.

- Designed and launched high-performing websites for multiple industries.

- Spearheaded recruitment and HR processes that increased team efficiency by 35%.

Personal Details

- Availability: Immediately available in Dubai

- Visa Status: Visit Visa