

Neel B. Patel

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- Objective** To utilize my organizational skills and passion for quality healthcare in an administrative position.
- Education** **The Pennsylvania State University** University Park, PA
Bachelor of Science in Health Policy and Administration Expected May 2011
Minor in Economics
- Experience** **Ovivo Hosting** State College, PA
Owner/Freelance Web Developer/Graphic Designer 11/05 – Present
- Provide modern services dealing with design for web and print media.
 - Consult, plan, and publish effective business strategies to help clients succeed.
 - Offer and manage high-end web hosting solutions.
 - Engage in web/print design, domain marketing, domain acquisition and parking, and other miscellaneous services
- Sears Roebuck and Company** Langhorne, PA
Electronic Sales Representative 5/08 – Present
- Engaged in customer interaction with in-depth information about latest electronics.
 - Maintained up to date knowledge about recent electronics.
 - Assisted in strategic marketing, publicity of items, and inventory.
- The Pennsylvania State University BioGeoChemistry Lab** University Park, PA
Research Assistant 1/08 – 5/09
- Allocated the use of biomolecules and isotopes to investigate the relative contribution of plants samples to soil organic matter in forests.
 - Formulated methods to measure and calculate carbon levels released by leaves and roots.
 - Operated state of the art machinery and maintained general upkeep of lab techniques.
- Ramada Inn Limited** Blue Ridge, GA
Front Desk 6/06 – 9/06
- First level of contact for all customers; answered enquiries regarding hotel services, registration, and local community
 - Maintained inventory, financial records, and payroll.
- Leadership** South Asian Student Association
Treasurer 2009-Present
Historian and Webmaster 2008-2009
- Dandia On Fire - Intercollegiate Garba/Raas Dance Competition
Events Chair 2009-Present
- Activities** *Dancer & Captain, The Pennsylvania State University Ghaamudyaz – Intercollegiate Garba/Raas Dance Team – 4 consecutive 1st place wins*
- Liason, Dandia On Fire*
- References** Available upon request