

PRIYANS KEVADIA

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Profile

Entrepreneurial Bachelor of Commerce student majoring in Marketing at Toronto Metropolitan University with experience building business systems, digital products, workflow automations, and operational solutions for real organizations. Three-time Dean's List student with hands-on experience improving business operations and developing solutions currently used in live business environments. Interested in venture creation, innovation strategy, customer discovery, and scalable business models.

Summary of Qualifications

- Three-time Dean's List student with a 3.1 CGPA and a 2nd-place finish among 10 teams in the Blueprints Case Competition.
- Built and implemented practical solutions across PDF workflows, business operations, logistics, and automation.
- Hands-on experience in shipping and logistics coordination, customer communication, documentation, and operational workflows.
- Experience across process improvement, e-commerce, digital marketing, customer operations, and small-business systems.
- Tools: Microsoft Excel, Shopify, Make.com, Canva, Figma, React, TypeScript, Vercel, and AI-enabled business tools.

Education

Bachelor of Commerce, Marketing Major

September 2024 - June 2027

Ted Rogers School of Management, Toronto Metropolitan University

- CGPA: 3.1 | Dean's List: Fall 2024, Winter 2025, Winter 2026
- Blueprints Case Competition: 2nd of 10 teams; delivered the analytical portion of a five-member team's recommendation for a family-owned ice cream business case.
- Relevant coursework: Entrepreneurship, Managerial Finance, Business Information Systems, Marketing, Economics, Statistics, and Business Law.

Professional Experience

Shipping & Logistics Coordinator | Part-time Internship

April 2026 - Present

Delmen Pharmacy and Medical Equipment, Mississauga

- Coordinate customer order fulfillment, shipment preparation, carrier selection, tracking, and delivery activities.
- Obtain and compare quotations from shipping carriers based on cost, service level, delivery timelines, and shipment requirements.
- Prepare and organize shipping documentation, invoices, and order-related records, and monitor active shipments and delivery exceptions.
- Support the processing and management of e-commerce orders through the company's Shopify platform.
- Developed an Excel-based Shipping Quote and Tracking System to standardize shipment information, compare carrier quotations, retrieve tracking details, and monitor delivery timelines.
- Implement workflow automations using Make.com and contribute to process improvements across logistics and related business operations.

Administrative Assistant | Part-time Internship

December 2024 - January 2025

Advance Security Products & Services Inc., Mississauga

- Supported day-to-day administrative and operational activities, including internal coordination, documentation, customer communication, and recurring business tasks.
- Assisted management with organizing business information, preparing operational documents, maintaining accurate records, and supporting routine online business, order, and customer-service operations.
- Built Make.com automations for business-posting and customer-response workflows, reducing repetitive manual tasks and improving operational efficiency.
- Identified recurring administrative bottlenecks and contributed to improvements in internal workflows and operating processes.

Operations Assistant | Part-time Internship

January 2026 - April 2026

NarcSafe, Mississauga

- Coordinated safe deliveries to client locations and supported customer inquiries, website purchases, and product-selection questions.
- Managed Shopify-related tasks and contributed to SEO content, email marketing, social media, market research, and retail outreach.
- Coordinated product deliveries to customer locations and supported day-to-day order fulfillment activities.
- Assisted with customer order processing and coordinated internal follow-up to help ensure timely fulfillment and delivery

Selected Entrepreneurial Projects

PolishPDF | *Chrome Extension*

- Built and iterated a Chrome extension that enables users to view and edit PDF attachments while staying inside Gmail and Zoho mail.
- Designed the product around reducing the traditional download-edit-save-reattach workflow for people who regularly handle PDFs through email.

Product Shopping Zone | *Client Business Operations System*

- Designed an integrated 11-worksheet Excel management system for a real client, connecting transactions, inventory, customer/supplier balances, accounting, financial statements, and management reporting.
- System is currently used by three users to manage approximately 30 SKUs in day-to-day business operations.

AI School for Business | *Educational Content Initiative*

- Created short-form educational content translating emerging AI tools into practical workflows for small-business owners across automation, research, branding, product photography, content, and website development.
- Published 11 reels averaging approximately 1,000 views each and built an early audience of 65 followers.

Volunteer Experience

Student Ambassador

September 2024 - 2025

TEDxTorontoMet, Toronto Metropolitan University, Toronto

- Promoted TEDxTorontoMet events across social platforms and participated in ambassador workshops, event tasks, and program-development activities.
- Represented TEDxTorontoMet at university events and supported community engagement initiatives.

Event Volunteer

November 2024

Legal Innovation Zone, Toronto Metropolitan University, Toronto

- Supported pre-event setup, inventory preparation, guest registration, attendee assistance, and on-site event operations.

Additional Information

- Languages: Fluent in English, Hindi, and Gujarati.
- Chinese Language - Level 1 Certificate (July 2024).
- Creative Writing Certificate (February 2016).
- Recognition: Top 10% Engaged badge (April 2025).