**Career Objective**

After graduating in M.B.A with finance and marketing, I would like to associate with a firm that deals with financial and marketing solutions. Thereafter, gain considerable experience in the specific field in the process.

**Institutes/Colleges**

* University of Wales, UK. ( Online Distance Learning Program) Provided by: Islington College Kathmandu, Nepal. It is an autonomous private education institution dedicated to excellent academic performance and student experience.
* AIMS, Peenya, Bangalore Excellent faculty, Lab facilities, technology inputs, highly ranked in India and in the south, excellent training inputs, around 2000 students on campus. Strong encouragement for Entrepreneurship.

**Academics**

|  |  |  |  |
| --- | --- | --- | --- |
| School Leaving Certificate | 2006 | Bal Sansar Boarding School | 65.38% |
| Intermediate in Management | 2008 | Gokundeshwor Higher Secondary School | 50.6% |
| Bachelor in Business Honours | 2013 | University of Wales, UK | 56.5% |
| MBA-Finance & Marketing | 2013-15 | AIMS, Peenya Bangalore | 63.5% |

**Projects and Panels**

* Participated in Environmental cleaning campaign organize by local club.
* Social Work at Library ( helped for Fund raising and donated books)
* Conducted Blood donation Campaign by Dhankuta Youth Club.
* Technical analysis of 8 companies from NSE.

**Computer and Internet Knowledge**

* Basic knowledge in Microsoft word.
* Basic knowledge in Microsoft Excel.
* Member of social group like Linked In.
* Good Knowledge in Email & Internet.

**Internship**

* 45 days internship in Lkp Securities, Bangalore

**Experience**

* Aug 2015 to March 2016 Remittance Department **(Ime Co-Operative Service Ltd.)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Language Ability** |  | *Speaking* | *Reading* | *Writing* |
|  | *Nepali*  *Hindi* | Excellent  Excellent | Excellent  Excellent | Excellent  Excellent |
| *English* | Excellent | Excellent | Excellent |

**Duties & Responsibilities**

* Dealing with various customers for their enquiries that are associated with remittance, cash deposits and withdrawals, cheque clearance, etc.
* Assist customers in opening New Account, file the documents in order and make the entry of the transactions to the system.
* Handling phone enquiries.
* Handle financial transactions related to remittance and keep the records of those transactions in the system.
* Perform reconciliation of remittance transactions.
* Handle domestic & international remittance for both inward and outward transactions.
* Prepare every reports associated with remittance.
* Handling office MS Outlook Express, incoming mails and office correspondence.
* Filling All Documents.

**Personal Details**

Gender : Male

Nationality : Nepali

Marital status : Single

Date of Birth : 30th November, 1990

**First Name of Application CV No:** **1671924**

Whatsapp Mobile: +971504753686

