

Dubai, United Arab Emirates

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Bimal

# SKILLS

**LANGUAGE SKILL**

**Nepali**

**English**

**Hindi**

**Bengali**

**Japanese**

* Teaching, Trainging, Coaching, Teamwork and leadership
* Administration and Accounting
* Effective communication and Coordination

# WORK EXPERIENCE

**- English Language Trainer/ Assistant Manager at Zenith Language Centre- Kathmandu, Nepal (1995-2001)**

**Key Roles**

Train English Language to the students from different levels

Provide assistance to the management in the area of module tests and projects works.

**- Supervisor/ Assistant Store Manager at Starbucks Coffee, Dubai  *(*2008 – 2012)**

**Key Roles**

Admiration activities;; Task Delegation, Schedualing; Training & Coaching

Customer Service; Quality Assurance; Inventory Management and Cost control; Achieving Store Sales Target

## - Cashier /P. R. O. at T. Choithram & Sons, Dubai (2001 – 2005)

**Key Roles**

Handling POS, Customer Service; Coordinating with team member and ohters

# ACADIMIC QUALIFICATION

## - DeMontfort University (U.K.), Copenhagen, Denmark

## *MSc. International Business & Management (2017)*

The course contained: Finance, Managerial Accounting, Marketing, Economics, and People Management.

## - Zealand Institute of Business and Technology, Køge, Denmark

## *Diploma in Leadership* (2014)

The course contained Leadership and management, including Organizational Behavior, Organizational Culture, etc.

## - Ratna Rajya Campus (Tribhuvan University), Kathmandu, Nepal

## *Bachelor Degree in English Literature* (2007)

The Course Covered a range of leterary themes , genres and theories in English.

**02/13/2018**

**MCTC Training Center – Dubai**

**Re: English Teacher (7027\_e1)**

My name is Bimal. I came to know about the open position from Jobseeker.com.

I am a highly organized individual with the history of reliability; a person who values learning and sharing. I have background working with others in fast paced environment, including **language Training Centers**. English language has always been one of most important skills for me in both professional as well as academic life of mine. Please see my Curriculum Vitae for my work history.

My enthusiasm for the position along with my academic qualification as well as my passion and **experience in English** Language prompted me to submit my resume to you with an expectation to be a member of your prestigious team.

I look forward to meeting you to discuss how I can positively contribute to your firm.

I am on a Visit Visa and can join immediately.

I can be reached any time at : Mobile number: C/o 971506425478

E-mail: [bimal.377575@2freemail.com](mailto:bimal.377575@2freemail.com)

Thank you very much for this opportunity and also for your time and consideration.

Respectfully Yours,

Bimal