

ARJESH KHADKA

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Highly motivated and detail-oriented software developer with a Bachelor's degree in Information Technology. Proficient in programming languages such as JavaScript, PHP and familiar with software development methodologies such as Agile and Scrum. Skilled in object-oriented programming, database design, and web development using HTML, CSS, and JavaScript. Has completed several projects, including a web-based application. Passionate about learning new technologies and collaborating with cross-functional teams to deliver high-quality software products.

EXPERIENCE

NOV 2021 – PRESENT

BURWOOD, NSW.

ADMIN OFFICER, ABK CONSULTANCY PTY LTD

- Addressed a client's concerns over academic advancement. Organized workshops and training sessions to address the needs of the customer to create fresh tactics for enhancing learning experiences, new educational and learning materials were analysed.
- Performed administrative chores for clients, such as billing and evaluating student achievement. Students' educational paths were discussed with them.
- Marketed various institutions and universities on websites and social media. Managed organizational website on updating new services, blogs and other changes as necessary using WordPress.
- Used a variety of office software to maintain and manage daily operations. Provided and ensured the best service is provided to the client and communicate with them.

MARCH 2021 – MARCH 2023

HUNTERS HILL, NSW.

PERSONAL CARE ASSISTANT, CATHOLIC HEALTHCARE ST ANNE'S AGED CARE

- Communicated on daily basics with registered nurses, families, and residents to ensure their requirements and provide the highest level of care possible. Provided a level of care in accordance with Nursing Best Practices.
- Established a level of trust between myself and residents. Served as a friendly, hardworking, and punctual employee.
- Used various software's facilitated monitoring and documentation of nursing care and behaviours.
- Conducted multiple activities to promote the mental and physical health of residents.
- Maintained the highest standards of safety and hygiene as government and company regulations.

EDUCATION

NOV 2022

SYDNEY, NSW.

BACHELOR OF INFORMATION TECHNOLOGY, KENT INSTITUTE AUSTRALIA

The Bachelor of Information Technology (BIT) programme at Kent, has helped me develop the skills to address the emerging industrial requirement. I have studied 16 core units, 1 capstone project unit, and 6 optional units from management and marketing-related disciplines, which helped me gain knowledge in areas such as information strategy, business strategy and planning, technical strategy and planning, business change implementation, systems development, communication skills, and teamwork and self-management skills.

MARCH 2023

ROCKDALE, NSW.

WEB DEVELOPMENT BOOTCAMP, DENTED CODE

Completed an intensive web development bootcamp focused on web development, covering front-end technologies. Gained proficiency in HTML, CSS, SASS, JavaScript, React, Bootstrap, GitHub and Git. Collaborated with a diverse group of developers, designers, and project managers, developing strong teamwork and communication skills. Passionate about creating innovative and user-friendly web applications and excited to continue learning and growing in the field of web development.

SKILLS

- HTML
- CSS, Bootstrap, SASS
- JavaScript
- React, React-Bootstrap
- PHP
- Figma
- MySQL
- Communication
- Problem-Solving
- Decision Making
- Flexibility
- Creativity
- Adaptability
- Leadership & Teamwork

ACTIVITIES

CERTIFICATIONS

HTML Essential Training, LinkedIn

Introduction to CSS, LinkedIn

Introduction to Web Design and Development, LinkedIn