

Personal Information

Name: Ram Sundar Ngakusi
Gender: Male
Date of Birth(DOB): 2042-10-27
Permanent Address: Taulachhen
District: Bhaktapur
Current Address: Bhaktapur
Marital Status: Married
Contact Number: 9841472704
Mobile Number: 9851203917
Email: ram@himelectronics.com
Contact Person: Pragya Karmacharya
Contact Person's Number: 9841042144
Country: Nepal
Nationality: Nepali
Citizenship No.: 16156

Education Details

Academic Level: Bachelors
Board/University: Board/University
School/College: School/College
Degree Title: Degree Title
Division: Pass
Percentage/CGPA: Percentage/CGPA
Passed Year: 0000
Degree Status: Completed

Academic Level: Intermediate/10+2
Board/University: Board/University
School/College: School/College
Degree Title: Degree Title
Division: Second
Percentage/CGPA: Percentage/CGPA
Passed Year: 0000
Degree Status: Completed

Academic Level: SLC
Board/University: Board/University
School/College: School/College
Degree Title: Degree Title
Division: First
Percentage/CGPA: Percentage/CGPA
Passed Year:

0000

Degree Status: Completed

Short Term Courses / Professional Trainings

Basic Computer Course, Sales trained by Samsung korea

Skills and Competencies

Language Skills: Nepali English Hindi Newari

IT Skills : Basic Computer Course

Other Skills :

Work Experience

Organization: Him Electronics Pvt. Ltd

Position: Sr. Sales Executive

Department: Sales

From (Date): 0000-00-00

To (Date): 0000-00-00

Preferences

Applied Posts: Management Trainees

Vacancy Code:

Expected Salary: 30000 to 40000

Preferred Location: Kathmandu & Pokhara

Driving License: Two Wheeler

Cover Letter

Date: 27th August, 2014 To, The Human Resource Department Kathmandu, Nepal Subject: An application for the post of Assistant Manager Dear Sir/Madam, First of all I would like to thank the company recruitment

officers for allowing me to send my application for the job that you are offering even if I am a physically challenged person. Also I extend my special thanks to the recruitment committee for allocating a considerable percentage of vacancy for the applicants belonging to the physically challenged category. I am seeking the opportunity to apply myself to the vacant assistant manager. I am excited of using my knowledge, and natural passion for your institutional to become a motivated member of your team. The position offers an excellent opportunity for progression, since I have solid experience for the position. Currently, I am engaged at the Him Electronics Pvt. Ltd. A sister concern of Golchha organization as a sr. officer since 2011 AD. With the combination of experience and education I have gained complete or detailed understanding of the Sr. officer. I am convinced the vacant assistant manager position would utilize the knowledge and skills. I have gained through my education and professional work experience. I believe I am a suitable candidate for the position in view of my education and successful track record supporting, promoting, and managing sales information systems. I hope therefore, that on consideration of my resume, you will be persuaded of my potential to perform well as assistant manager. In the mean meantime, I look forward to hearing from you at your earliest convenience. Thank you. Yours sincerely, Ram Sundar Ngakusi

References

Referee: DGM

Post: DGM

Organization: Him Electronics Pvt. Ltd.

Address: Babarmahal, Kathmandu

Email: keshav@himelectronics.com

Telephone: 9851203912

Referee: Deputy Manager

Post: Deputy Manager

Organization: Him Electronics Pvt. Ltd

Address: Chabahil, Kathmandu

Email: chandramani@himelectronics.com

Telephone: 9851203913