

Personal Information

Name: Ritesh Kumar Shrestha
Gender: Male
Date of Birth(DOB): 1986-04-14
Permanent Address: Lipani birta 3 parwanipur
District: parsa
Current Address: Lipani birta 3 parwanipur
Marital Status: Single
Contact Number: 051620230
Mobile Number: 9845039441
Email: ritesh_shrestha86@yahoo.com
Contact Person: Ramesh shrestha
Contact Person's Number: 9849758422
Country: Nepal
Nationality: NEAPLI
Citizenship No.: 55271927

Education Details

Academic Level: Masters
Board/University: TU
School/College: Hari khetan multupal campus
Degree Title: MBS
Division: First
Percentage/CGPA: Percentage/CGPA
Passed Year: 2013
Degree Status: Completed

Academic Level: Bachelors
Board/University: TU
School/College: National Academy Campus
Degree Title: BBS
Division: Pass
Percentage/CGPA: Percentage/CGPA
Passed Year: 2007
Degree Status: Completed

Short Term Courses / Professional Trainings

Accounting office Training for 6 months and radio stage traing.

Skills and Competencies

Language Skills: Nepali,Bhojppuri ,Hindi,English

IT Skills : Basic and accounting Computer.

Other Skills :

Work Experience

Organization: The Habi Auto trading pvt ltd.

Position: Accountant

Department: Account

From (Date): 0000-00-00

To (Date): 0000-00-00

Preferences

Applied Posts: Management Trainees

Vacancy Code:

Expected Salary: 25000

Preferred Location: KATHmandu,Birgunj.

Driving License: None

Cover Letter

2072/04/22 Dear Sir/Madam Jagadamba Group. I am writing to express my interest in the Management trainee position that is currently available with your Bank. I appear to be a perfect match for this role . I am confident that I can help your company meet any challenges it faces in the future. I am presently employed as a accountant with 3years where I have gained a reputation not only for my impressive work rate and integrity but also for my account skills. The attached resume will provide a more complete overview of my accomplishments. However what it may not show is that I am a self motivated individual, who is able to perform well under pressure & who can bring to the table solid capabilities. Currently I am looking to join an exciting and ambitious organization such as yours, therefore I would like to arrange an interview with you so I can explain in more detail the contribution I can make to your company. I appreciate you taking the time to review my credentials and I would like to thank you for your time. Regards Ritesh kumar shrestha.

References

Referee: Branch Manager

Post: Branch Manager

Organization: Agni Incorporate Pvt. Ltd

Address: Birgunj

Email: pramodkshetri @gmail.com

Telephone: 9855033078

Referee: General manager

Post: General manager

Organization: The habi auto trading pvt ltd.

Address: Birgunj

Email: ppamaty@GMAIL.COM

Telephone: 9855020737