

Sakar Karki

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Education

Bachelor of Information Technology

Victoria University

Major: Web and Mobile Application Development | Minor: Networking Technologies

August 2022 – June 2025

Relevant Coursework:

Programming Languages: Python, Java, Kotlin | Web Development: HTML, CSS | Cloud Computing: Amazon AWS | Networking: Cisco Networking, Virtualization | Cybersecurity & Ethics

Work Experience

AHS Hospitality

Pullman on the Park, Melbourne

Housekeeping Supervisor

Oct 2023 – Present

- Managed daily team operations, ensuring high standards of service and cleanliness.
- Coordinated with departments to resolve issues and improve workflow efficiency.

Paramount Kleen Group

The Kinson, St Kilda Road, Melbourne

Housekeeping Supervisor

Sep 2022 – Jun 2023

- Promoted due to exceptional attention to detail, leadership, and time management.
- Managed room assignments and inventory, ensuring high-quality standards and efficiency.
- Acted as liaison between management and staff for smooth operations.

Internships

CPT Global

Docklands, Victoria

Student Intern

Nov 2023 – Feb 2024 and Jun 2024 – Aug 2024

- Led the design and development of a new SharePoint site, replacing the outdated intranet to improve internal communication and user experience.
- Strategized and implemented content migration to ensure a user-friendly, intuitive interface for employees.
- Developed a SharePoint site tailored for executives, streamlining the monthly reporting process with custom document libraries.
- Automated workflows using Microsoft Flow to improve document tracking and approval processes.

Startup Shakeup

Melbourne, Victoria

Student Intern

Dec 2022 – Apr 2023

- Designed a database management system using Microsoft Excel and VBA, incorporating secure login and interactive dashboard features.
- Consolidated thousands of data points into a unified database, significantly improving data accessibility and management.
- Automated data manipulation processes, enabling easy bulk addition, deletion, and modification of records.

Technical Skills

- Programming Languages: Python, Java, Kotlin, HTML, CSS
- Web Development & Design: SharePoint, Canva
- Mobile App Development: Kotlin
- Database Management: MySQL, Excel (VBA)
- Cloud Computing & Hosting: Amazon AWS, Microsoft Azure
- Networking: Cisco, TCP/IP, DNS, DHCP

Soft Skills

- Problem-Solving & Analytical Thinking
- Strong Communication & Teamwork
- Time Management & Multitasking
- Attention to Detail
- Leadership & Initiative
- Project Management & Task Delegation
- Customer Service & Support
- Strong Communication & Teamwork
- Time Management & Multitasking
- Adaptability & Quick Learning
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