**Sharad Thing**

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**Mobile No.: +9779847464282**

**Academic Qualification**

**1)SEE (Secondary Education Examination)**

Vidhyasagar English Boarding School, GON

Nijgadh, Bara, Nepal

Pre-School Date: 14th April 2004

Course Start Date: 10th April 2006

Course End Date: 12th April 2016

Degree Award Date: 16/June/2016

Grade Obtained: Distinction (GPA 3.2)

**2)Intermediate +2 (Science)**

Morgan International College, HSEB

Basundhara, Kathmandu, Nepal

Course Start Date: 14th July 2016

Course End Date: 10th April 2018

Degree Award Date: 30/Dec/2018

Grade Obtained: First Division (GPA 2.62)

**Achievement/Scholarship**

**⁃ "Disciplined and Punctual Student Award"** fromVidhyasagar Higher Secondary School, 2012

**⁃ "Best Senior Drawing Medal"** from Vidhyasagar Higher Secondary School, 2013

**⁃ "College Scholarship"** 50% Scholarship each year from Morgan International College by obtaining 3.2 GPA in SEE.

**⁃ "Best Out Going Student"** from Morgan International College during college Annual Programme, 2019.

⁃ Won numerous awards in extra curriculum activities during college tenure.

**Vocational Courses and Trainings**

**1)Name of instution/college:** NEO INSTITUTE OF TECHNOLOGY

**Course Name :** Hardware in Computer Application

**Course Start Date:** 16 May , 2012

**Course End Date :** 18 November , 2012

**Knowlege and skill learned :**

⁃ Assemble a computer from scratch

⁃ Choose and install an operating system on a computer

⁃ Understand what the Internet is, how it works, and the impact it has in the modern world

⁃ Learn how applications are created and how they work under the hood of a computer

⁃ Utilize common problem-solving methodologies and soft skills in an Information Technology setting

**2)Name of instution/college:** SOFT-PLANET EDUCATION

**Course Name :** Graphic Design and Web Technology

**Course Start Date:** 14th Jan 2019

**Course End Date :** 18th July 2019

**Knowlege and skill learned :**

⁃ Design documents containing text and Graphics using frames

⁃ Format using Styles

⁃ Utilize colors, swatches, and gradients

⁃ Properly Manage missing fonts and linked files

⁃ Properly usePhotoshop, illistruator, Microsoft Office programs(Words, Excel, Power Point), Email, Internet

⁃ Create Acrobat PDF files and prepare for printing

⁃ Workflow Automation with Master pages

**Research Activities**

Numerious Intermediate +2 Practical & Project Work on Topic **"Thermal conductivity of metals, The Comparison of Thermal Conductivity for Different Metals, How to Increase the Speed of a Reaction, Mitosis in Onion Root Tip Cells, Displacement and Rotation of a Geometrical Figure, and many more"** under the guidance of respected subject teacher & Ram Lakhan Yadav, Asst. Professor.

**Work Experiences 1:**

**▪ Company Name:**SOFT-PLANET EDUCATION.

**▪ Designation:** Training and Internship

**▪ Department:** Computer Institution

**▪ Address:** Gwarko Chowk, Lalitpur-10, GPO Box: 44705, Kathmandu, Nepal

**▪ Time Period:** 14th Jan 2019 to 18th July 2019

**Duties and Responsibilities:**

⁃ Maintains technical knowledge by attending design workshops; reviewing professional publications; and participating in professional societies.

⁃ thinking creatively to produce new ideas and concepts and developing interactive design.

⁃ Contributes to team effort by accomplishing related results as needed.

⁃ Preparing finished art by operating necessary equipment and software.

⁃ working as part of a team with printers, copywriters, photographers, stylists, photoshop experts, other designers, account executives, web technology and marketing specialists.

**Work Experience 2:**

**⁃ Company Name:** Unity Sustainable development Nijgadh

**⁃ Designation:** Technician and Computer Assistanct

**⁃ Department:** Research and Development (R&D)

**⁃ Address:** Sahid Chowk 05, Province no.3, GPO Box: 44401, Bara, Nepal

**⁃ Time Period:** 02/Feb 2020 to 19/March 2021

**Duties and Responsibilities:**

⁃ Provides data by operating a computer.

⁃ Performs defined tasks per documented instructions/processes.

⁃ Prepares equipment for operations by accessing software in computer.

⁃ Makes appropriate changes to the documentation, as needed.

⁃ Monitors and manipulates daily system jobs.

⁃ Starts operations by entering commands.

⁃ Maintains operations by monitoring error and stoppage messages, observing peripheral equipment, and making adjustments in the process.

⁃ Generates reports from batch jobs and distributes to end-users.

⁃ Maintains incident logs for all monitored systems.

⁃ Resolves user problems by answering questions and requests.

⁃ Troubleshoots malfunctions.Maintains client confidence and protects operations by keeping information confidential.

⁃ Contributes to team effort by accomplishing related results as needed.

**Skills Gained**

⁃ Proficient in Hardware and software maintenance Photoshop, Microsoft Office programs(Words, Excel, Power Point), SPSS (Statistical Package for the Social Sciences), Email, Internet

⁃ Documentation skills: Ability to create and update documentation

⁃ Able to build the team, ability to work within a Team and think creatively.

⁃ Sharp Problem-Solving Skills

⁃ Equipment maintenance

⁃ Excellent organization and supervision skills.

⁃ Good at leadership and negotiation.

⁃ Excellent co-ordination and monitoring skill.

⁃ An Understanding of Business Processes

⁃ Carry out commendable work even under pressure.

⁃ Understanding of computer networks (LAN, WAN, and computer networking)

**Extra-Curricular Activities & Area of Interests**

⁃ Playing Badminton, Table Tennis, High Jump, Long Jump also got several prizes in athletes.

⁃ Have taken part in drama and singing completion.

⁃ Singing at leisure time.

⁃ Would like to watch informative and scientific broadcast, Movies.

⁃ Take part in survey and data collection in the field.

⁃ To interact with the people in relevant purpose.

**References**

**Reference 1**

Name: Mr. Santa Bahadur Lama

Position: Principal

Organization: Vidhyasagar English Boarding School, Nijgadh, Bara, Nepal

Address: Nijgadh, Bara

E-mail: Santalama077@gmail.com

Contact No: +977-9849836318

School No : +977 053-540149

**Reference 2**

Name: Dr. Dipendra Bhandari

Position: Campus Chief

Organization: Morgan International College,Basundhara, Kathmandu, Nepal

Address: Basundhara, Kathmandu

E-mail:Morganintlcollege@gmail.com

Contact No:+977-9851307945

College No: +977 01-4954088