







SRUTI SHAKYA

PROFESSIONAL SUMMARY

- Attain higher goals through integrity, perseverance and new ideas.
- To seek a challenging position where I can utilize my quantitative and learning capabilities to the optimum for the synergic development of the organization and self as individual.
- · Gain practical experience while applying theoretical knowledge.
- Become more knowledgeable about banking functions and learn career-related skills.

EDUCATION

2020 - 2023

Master of Business Administration (MBA)

Lord Buddha Education Foundation (LBEF) / Kathmandu, Maitidevi

BACHELOR IN BUSINESS STUDIES (BBS)

St. Xaviers College, Maitighar / Kathmandu, Maitighar

HIGHER SECONDARY EDUCATION **BOARD (HSEB)**

United Academy / Lalitpur, Kumaripati

Little Angels' School

SCHOOL LEAVING CERTIFICATE (SLC) / Lalitpur, Hattiban

SKILLS

•	Communication	Expert
•	Creativity	Expert
•	Teamwork	Expert
•	Problem-solving	Expert
•	Leadership	Expert
•	Adaptability	Expert
•	Openness	Expert

EXPERIENCE

2019 - Now

Student Support & communication Officer PCPS College, In Academic Partnership with University of Bedfordshire / Nepal, Lalitpur

ADMISSION COUNSELOR

PCPS College, In Academic Partnership with University of Bedfordshire / Nepal, Lalitpur

Day Care, Teaching & Skill Development Program **VOLUNTEER IN COMMUNITY BASED REHABILITATION OR-GANIZATION (CBR)**

Internship in Customer Service Department NEPAL INVESTMENT BANK LTD

INTERNSHIP IN General Banking Department, Remittance Department, Clearing Department NEPAL BANGLADESH BANK LTD

Sales Executive SHAKYAMUNI ART CONCERN

Product Development & Marketing TYRE TREASURES (UPCYCLE DISCARDED TYRES)

Accountant MAHABUDDHA MONEY EXCHANGE PVT. LTD

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