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EDUCATION

Master of Business Administration (MBA)

Lord Buddha Education Foundation (LBEF), Kathmandu, Maitidevi

2020 - 2023

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
- Creativity
- Teamwork
- Problem-solving
- Leadership
- Adaptability
- Openness

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.

EXPERIENCE

- 2019 - Now

Student Support & communication Officer

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

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ADMISSION COUNSELOR

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

- -

Day Care, Teaching & Skill Development Program

VOLUNTEER IN COMMUNITY BASED REHABILITATION ORGANIZATION (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 /