**Yam Khadka**

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**CAREER OBJECTIVE**

As an IT graduate with a Bachelor's degree of Information Technology from SISTC College, I am enthusiastic about launching my career in the Information Technology field as a junior web developer. While lacking formal work experience, I have honed my skills through numerous self-directed projects, demonstrating proficiency in HTML, CSS, and JavaScript. Additionally, I possess practical knowledge of Git, Github, HTML email, and command line tools. Driven by my passion for web development, I am eager to continuously enhance my skills, explore new techniques, and contribute to innovative projects. With strong teamwork, attention to detail and communication abilities, I am committed to delivering impactful solutions and advancing organizational objectives.

**TECHNICAL SKILLS**

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| --- | --- |
| **Programming Languages:** | HTML, XHTML5, JAVASCRIPT, CSS |
| **Operating Systems:** | Windows OS, Mac OS |
| **Applications:** | Visual Studio, GitHub, WordPress, Wix, Illustrator, Microsoft: Word, Excel, PowerPoint, Outlook. |

**KEY STRENGTHS**

* Developed a good foundation in HTML, CSS, and JavaScript through formal education and gained hands-on experience with Git, GitHub, HTML email, and command-line tools via a specialized job-ready program.
* Cultivated meticulous coding and design skills through various project engagements in my studies and enhanced precision and accuracy by participating in code reviews.
* Refined written and verbal communication abilities through team collaborations and client interactions, demonstrating effective communication in conveying technical concepts and addressing client needs during my academic project.
* Showcased genuine enthusiasm by engaging in personal projects and exploring new web development techniques while maintaining a commitment to continuous learning and staying updated with industry advancements.
* Developed strong teamwork, collaboration, and adaptability skills through group projects and team-based assignments, focusing on enhancing interpersonal skills such as problem-solving and conflict resolution through training and real-world experience.

**EDUCATION**

**The ACS Professional Year Program - ICT Jan 2024 - Present**

**QIBA, Sydney Campus**

*The Professional Year Program is a work readiness program designed to prepare university graduates for the professional ICT workforce. Topics include* *business communication, workplace**relations and practices, WHS, professional networking, report writing and effective presentation skills.*

**Full Stack Web Development Course Feb 05 – Present**

**Skillup Labs, Granville**

*Key Achievements: High Distinction/Distinction achieved in Frontend and Backend Development*

*Key Subjects:*

* *Frontend Development*
* *Backend Development*

**Bachelor of Information Technology March 20 – July 2023**

**SISTC, Sydney Campus**

*Key Achievements: High Distinction/Distinction achieved in* Database Management Systems

*Key Subjects: Major in Digital Enterprise*

**ACADEMIC PROJECTS**

**Title:** Build a website for the travel agent as a learning process **March 2024**

**Objective:** To create a customer-friendly travel agent website

**Tools:** HTML, JavaScript, CSS

**Duties:**

* Designed and developed the website layout using HTML, ensuring a responsive and user-friendly design.
* Implemented interactive features using JavaScript to enhance user engagement and functionality.
* Styled the website with CSS to create visually appealing and consistent branding throughout the site.
* Conducted usability testing to identify and fix any user experience issues.
* Optimized website performance for fast loading speeds and mobile responsiveness.
* Collaborated with stakeholders to gather requirements and feedback for iterative improvements.

**Outcome:** Achieved positive remarks and feedback from users, demonstrating the successful delivery of a customer-friendly travel agent website.

**WORK EXPERIENCE**

**Front Desk Helper(Part Timer) April 2021 – Present**

Crown, Sydney

**Duties:**

* Greet and assist guests in a courteous and professional manner upon arrival.
* Manage incoming calls and direct them to the appropriate departments or personnel.
* Handle guest inquiries, complaints, and requests promptly and efficiently.
* Process reservations, check-ins, and check-outs using the hotel's booking system.
* Maintain the front desk area clean, organized, and stocked with necessary supplies.
* Provide information about hotel amenities, local attractions, and dining options to guests.

***Purchasing* (Full Timer) July 2022 – Present**

Capella Hotel, Sydney

**Duties:**

* Source and procure goods, services, and supplies required for the hotel's operations.
* Monitor inventory levels and reorder stock as needed to maintain optimal inventory levels.
* Coordinate with various departments to understand their procurement needs and specifications.
* Process purchase orders, invoices, and payments in compliance with company policies and procedures.

**ACHIEVEMENTS/AWARDS**

* Recognised for outstanding performance in customer service.
* Received Employee of the Month award for delivering exceptional service.

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**VOLUNTEER WORK / EXTRACURRICULAR ACTIVITIES**

* Nonprofit Website Development for “Radhe Grocery Store” while learning collaborating with team members of Skillup Labs.
* Participated in some of the ACS networking events to connect with industry professionals and expand professional network

**PROFESSIONAL AFFILIATIONS**

* Australian Computer Society (ACS) - Member ID: *4396426*

**REFERENCES**

Provided upon request.