

Preeti Mainali

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EDUCATION

Candidate for **Bachelor of Arts in Management Information Systems**, The University of Alabama

Graduation Date: December 2026

GPA: 3.6/4.00

Major: Management Information Systems

EXPERIENCE

Sep 2024–

Present

OTIDE Student Assistant, *The University of Alabama, Tuscaloosa, AL*

Goal: Provided IT support to ensure seamless access to university systems and online learning platforms.

Value: Enhanced user experience by troubleshooting technical issues and improving system reliability.

My Contribution:

- Resolved technical issues related to software, login access, and university systems.
- Assisted students and faculty with IT inquiries and platform navigation.
- Maintained support records and identified recurring issues for improved efficiency.

June 2023/2025 –

August 2023/2025

Recruitment & Manpower Intern, *Asiapower Overseas Nepal Pvt. Ltd., Kathmandu, Nepal*

Goal: Aided in the hiring and interview process of the company.

Value: Maintained client relationship and accelerate company hiring.

My Contribution:

- Utilized data analysis techniques to assess candidate analytics and boost recruitment processes.
- Maintained and develop data base to track client information, interactions and any new job openings.
- Collaborated with embassy of different countries to ensure client visa.
- Presented insights of the data collected to help make better decision for the business.

June 2020 –

Jan 2021

Medical Interpreter, *Homeland Language Services, Remote work*

Goal: Non- English speakers to be able to access medical care efficiently despite language barrier.

Value: Ensured patient and doctor accurately understand each other for smooth consultations.

My Contribution:

- Interpreted over 100 medical consultations and procedures, ensuring accurate communication between patients and healthcare providers.
- Translated medical documentation and patient histories in real-time, maintaining confidentiality and adhering to HIPAA regulations.
- Facilitated culturally sensitive communication, improving patient understanding of treatment plans and care instructions from Nepali to English and vice-versa.

Aug 2020 –

May 2022

Co-founder & CEO, *Ikshana~ Non-profit Organization, Kathmandu, Nepal*

Goal: Make educational materials accessible to rural villages of Nepal.

Value: Provide seminars to educate students' regarding various social problems and raise awareness.

My Contribution:

- Established a library in a rural area, serving over 400 residents and students providing 3000+ books
- Managed an annual budget, overseeing funds and raising approximately \$1,000 per year through various fundraisers to support rural schools.
- Collaborated and executed multiple projects and fundraisers, utilizing social media to enhance outreach and engagement, benefiting the community and educational awareness programs.

TECHNICAL EXPERIENCE

Languages: JavaScript, C#

Operating Environments: MS Windows, macOS

Business Tools: Visual Studio, Canva, Microsoft Office, Adobe Photoshop, Adobe Express, Operacloud, GitHub

Other skills: Fluent in Hindi, Nepali and English

HONORS AND ACTIVITIES

Dean's List (4 Semesters)

UA Leadership and Achievement Scholarship

International Club, Secretary (USD)

Nepalese Student Association, Event Coordinator (UA)

Association for Information Systems (AIS)

Alabama Information Management Society (AIMS)

Towards a Desirable Schooling, Executive Board

Member (TADS)