Ankit Kr Bindu

Freelancer

Contact

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📞 www.reallygreatsite.com

in @ankitkrbindu

Education

NCIT College
BE in Computer Engineering
2015-2019

Kathmandu Model College
HSEB Examination Certificate
2013-2015

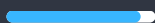**Learning Realm International School**
School Leaving Certificate
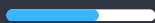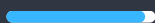2013

Skills

Adaptability

Management & Leadership

Risk Management

JAVA

Communication

React JS

Work Experience

Operating Officer   2016 - Present
K.B. Enterprises

- Documented trading and report to upper management daily.
- Deal-making with suppliers and customers.
- Arranged trade documents for yearly tax clearance certificates.
- Manage export and trade payments with international clients.

Team Captian   2020 - 2023
Cloud Factory

- Vault Management of secure documents provided by clients.
- Detailed quality assurance of data enriched by the workforce.
- Self-discovering relevant ways for web research.
- Experiencing use of advanced web applications such as Hubspot CRM and LinkedIn.
- Applied On-the job oriented, Knowledge-Based, and Experiential training methods.
- Developed and Managed task assignments for the workforce daily.
- Detailed quality assurance by the piece according to annotations, labels, and attributes.
- Uplifted the workforce in a gratified manner for the completion of deliverable tasks on a tight schedule.
- Reported analytics to upper management daily.
- Experienced file management software Filezilla.
- Contributed to an ongoing IT project for public cloud storage of historical images and documents.

Certification

- Web Designing Professional Training, 2019
- Python & Django Professional Training, 2019
- React JS Professional Training Udemy, 2020
- CCNA Examination Training Udemy, 2022

Languages

Nepali: Native
English: High intermediate