Aashutosh NEUPANE

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CAREER OBJECTIVE

A Bachelor of Information Technology graduate seeking a position in the Information Technology field as a Technology Analyst, with keen knowledge and passion for Business Analytics and Technology. Having experience in various professional corporations, I can bring my enhanced ability in multitasking and problem solving to provide effective and efficient solutions for technical matters. I am exceptional at visualising customer needs and key points for important business stakeholders while also understanding the user's perspective at each stage of the technical experience.

SUMMARY OF SKILLS

- Creative & Critical Analysis
- Aspirational, delivery-oriented, and diplomatic
- Effective Communication Skills
- Able to Multi-Task
- Prioritising & Excellent Organisational Skill
- Efficient, Reliable & Highly Productive
- Team Player & Able to Work Unsupervised
- Leadership & Mentoring Skills
- Detail Oriented & Flexible
- Strong Interpersonal Skills & Customer Service Experience

Technical Skills:
- Coding & Testing
- Strategy and Vision Presentation
- User Flows & Concept Sketches
- Excellent Data Study & Analysis
- Rapid Prototyping using Sketch
- Communication & Presentation
- Dexterous in Microsoft Word, Excel & PowerPoint

Tools:
- Avada
- Visual Studio
- Sketch
- Tableau

EDUCATION

2022 – Current
The ACS Professional Year Program - ICT
QIBA Canberra Campus

2019 – 2022
Bachelor of Information Technology
King's Own Institute Sydney

ACADEMIC PROJECTS

2022
Website Development for Kartasoft.co
Title: Create an Interactive Website.
Objective: To create a better interface and experience for users.
Tools: Avada, Sketch, CSS, HTML, Java
Duties:
- Competitive analysis by trying competitor websites and user reviews.
- Conducted market research.
- Create and post user surveys online
- Participate in creating user personas
- Participate in UI sketching and ideation
- Create user flow diagrams.
- Emphasis the design

Outcome: Secured HD in the unit.

Others:
- Multiple internal Website development
- System Analysis and modelling
- System project and quality management
- Information security
- Professional practice in IT
- Software technology and system architecture

PROFESSIONAL EXPERIENCE

Current
Cash Processor| Armaguard ACT
Responsibilities:
- Ensure efficient processing of cash and other valuables
- Maintain accurate cash processing records
- Identify and report all discrepancies
- Effectively communicate with internal and external stakeholders
- Adhere to strict security and operational procedures and rules
- Ensure all Armaguard safety standards are being adhered to

2021- 2022
Mortgage Assistant| Shine Home Loans NSW
Responsibilities:
- Manage online, phone and walk-in customer enquiries
- Build rapport with clients
- Manage end-to-end processing of mortgage applications
- Find appropriate loan solutions for customers
- Support customers with lending needs beyond home loans including car loans and insurance

2021 -2022
COOK | Guzman Gomez ACT
Responsibilities:
- Cook and a team member for one of the best fast foods restaurants nationwide.
- In charge of the kitchen as well as many store operations including inventory.

- Maintained steady flow of service throughout every shift by multi-tasking which includes performing duties outside of kitchen such as sales, line as well as service.

ACHIEVEMENTS/AWARDS

- Employee of the month (multiple)
- Various ICT certifications
- First-Aid Training

VOLUNTEER WORK / EXTRACURRICULAR ACTIVITIES

- Community work

PROFESSIONAL AFFILIATIONS

- Australian Computer Society (ACS) - Member

REFERENCES

Provided Upon Request