**Om Prakash karmacharya**

[om.karmacharya20@gmail.com](mailto:om.karmacharya@yahoo.com)

Panauti, kavre

Nepal

+977-9849292924

OBJECTIVE:

To be an active employee in your company and to express and develop my skills for the mutual development of company and myself.

EDUCATION:

High school graduated from

Himalayan White House

Kathmandu,Nepal

Currently enrolled in   
 Kathmandu University

Dhulikhel, Nepal

SKILLS:

Computer: MS-Word, MS-Excel, MS-PowerPoint, MS-Access.

Effective verbal and written communication skills.

Able to work in a team with high team spirit.

High level of accuracy and problem solving techniques.

Energetic, self-motivated and organized.

add more computer skills that you know here.

EXPERIENCE:

Greeted and advised customers.

Provide excellent customer service by answering or referring various factors.

Maintain and balance cash drawer.

Process monetary transactions.

Able to keep an organized reception area.

 Provide menus and suggest menu items with detailed information.  
 Provide customers with checks and take payments.  
Attempt to up-sell food and beverage items.

Ensure the accuracy,quality and quantity of every order.

Yesma k rakhnyethavayena so yehirakhdaetimro experience kolagi

HONORS AND ACTIVITIES:

Scholarship Awards, Community Volunteer, Earthquake volunteer, Red Cross member, Work 20-30 hours per week, Computer science major student at KU. Anything else?