

KUSUMM MAHARJAN

Passionate and self-driven AI enthusiast with a strong commitment to Python, Machine Learning, and AI. Dedicated to continuous learning, problem-solving, and applying AI to real-world challenges. Seeking an opportunity to deepen my expertise and contribute meaningfully to the field.

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 kusumm.mhz@gmail.com

 github.com/itskusummm

 [kusumm-maharjan](https://www.linkedin.com/in/kusumm-maharjan/)

TOOLS

Python, FastAPI
SQL, MongoDB
Tableau, Github
Advanced Google Spreadsheet
Data Visualization
Adobe Illustrator, CanvaPro

SKILLS

Interpersonal skills
Communication
Active Listening
Leadership & Teamwork
IT Recruitment
Problem Solving

EDUCATION

Patan Multiple Campus-
Bachelors in Business Studies
2016-2021

Pinnacle Academy
2014-2016

Adarsha Vidya Mandir (AVM)
2014

EXPERIENCE

PROJECT ASSISTENT/DATA ANALYST

Cloudfactory

- Developed and managed project timelines, tracked task progress, and monitored throughput to maintain team efficiency.
- Provided regular performance insights using advanced Google Sheets and Power BI dashboards.
- Created training forms, documented team understanding, and resolved task-related queries from cloud workers.
- Acted as a communication bridge between team and client to gather, clarify, and relay requirements effectively.

Skills: Leadership and Administration · Project Assist · Teamwork and Collaboration · Risk Analysis · Quality Assurance · Time Management · Problem Solving · Data Mining and Data Cleaning · Performance Analysis · Data Visualization · Data Analysis

INTERNSHIP TRAINEE

Machhapuchchhre Bank Ltd. · Part-time

Skills: Advanced Excel · Paperworks for Loan Department · Remittance · SWIFT · CRM · Cheque/ATM/Mobile Banking Queries and Activation · Patient and Resilient · Customer Service · Communication Skills · Active Listening · Leadership and Administration · Teamwork and Collaboration

SALES AND CUSTOMER SERVICE REPRESENTATIVE

Ncell

- Advised corporate and retail clients on telecom plans based on budget and usage analysis.
- Processed service activations, applications, and payment tracking to ensure timely collections.
- Addressed customer complaints and ensured resolution with a focus on satisfaction and retention.
- Worked extended hours during monthly billing cycles while maintaining professionalism.

Skills: Communication Skills · Leadership and Administration · Administrative Assistance · Patience and Resilient · Problem Solving · Planning

OFFICE ADMINISTRATIVE ASSISTANT

Orient Int'l Relocation

- Managed document processing for import/export logistics and scheduled executive meetings.
- Coordinated courier dispatch and ensured compliance with shipment protocols.
- Maintained office filing systems and provided administrative support for international shipments.

Skills: Scheduling meetings · Processing of Import/Export Documents · Logistic / Courier/ Air Express ·

Communication Skills · Leadership · Administration

JUNIOR ASSISTANT

Quest Technologies Pvt.Ltd · Part-time

- Receiving calls, managing appointments, recording stocks of multiple banks and insurance company, filling forms.

CERTIFICATIONS

Fusemachine - AI Fellowship 2025

Skills : Computer Vision, Image Processing, CNNs, Neural Networks, NLP, Prompt Engineering

IBM Data Analyst Specialization

Skills : Data Analytics · Advanced Excel · Advanced Google Sheet · SQL · Database · Data Visualization · AI & Development · Python

Data Science with Python and SQL Specialiation

Skills : Statistics · Data Science · Databases and SQL for Data Science with Python · R Studio · Statistical Analysis techniques

Google IT Automation with Python

Skills : Using Python to Interact with the Operating System · Git and GitHub · Automating Real-World Tasks with Python · Troubleshooting and Debugging Techniques · Python

Data Science and AI - Deerwalk

Skills : Python, Statistical Analysis, Machine Learning, Artificial Intelligence, NLP

REFERENCE

Mrs. Karuna Tuladhar

Chief Project Manager
Cloudfactory
9841570061

Mrs. Sabita Paudel

Assistant Officier
Machhapuchhre Bank
9849478962

Mrs. Pradipa Dhunju

Center Supervisor
Ncell
9802100135