

KABITA KHANAL

CONTACT



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Nayabazar, Kathmandu, Nepal

SKILLS

Time management,
Problem solving
Communication
Research and development
Customer relationship management
Google Workspace

EDUCATION

Bachelor in Business Management

Prime college

2021- Running

National college of computer science

+2, computer science

2018-2020

Whitefield secondary school

2008-2017

LANGUAGES

English

Nepali

Hindi

PROFILE

A dedicated and driven Business Management student at Prime College, I am committed to academic excellence while actively contributing to extracurricular initiatives. Currently serving as the Human Resource Director at the Prime Social Innovation Club, I bring a blend of leadership, organizational skills, and a passion for fostering a collaborative work environment.

WORK EXPERIENCE

Telemarketer/ Costumer Service

6 faces

2022-running

- Conducted outbound calls to prospective clients, effectively pitching products/services and generating leads.
- Participated in ongoing training sessions to stay updated on product/service offerings, sales techniques, and customer service best practices, continuously enhancing skills and knowledge.
- Proactively engaged with existing customers through follow-up calls to upsell additional products/services
- Recognized as the "Top Performer" for consistently meeting and exceeding sales targets and KPIs.
- Collaborated with cross-functional teams to relay customer feedback, identify areas for improvement, and implement strategies to enhance service quality and customer experience.

Volunteer work and Affiliations

- Volunteered in graduation program in 2023
- Effectively organized blood donation camp at prime college in collaboration with the Nepal Red Cross Society and Leo Club of Kathmandu Social Circle.
- Effectively organized music for cause at janabahal
- Actively participated as a member of the Scouts
- Achieved the runner-up position in an ICT ideathon competition.
- Volunteered in many program organized by prime college