



# Smriti Shrestha

Student

## Profile

I am an enthusiastic, highly organized and dedicated girl with an intense passion for continuous learning. As an individual having a personable nature, with experience in various teamwork, I'm looking forward to develop my professional wings.

## Proficiency Skills

### MS Word

### MS PowerPoint

### MS Excel

## Personal Skills

### Planning

### Writing

### Adaptability

### Time management

### Flexibility

## Language

### English

### Nepali

## Education

2005 - 2018

Swarnim School,

2018 - 2020

Everest College,  
Thapathali

2020 - running

The Times Intl Collage  
Dillibazar

**SEE**

Graduated SEE with B+ grade

**NEB**

Graduated NEB with B+ grade

**TU University**

Perusing Bachelor in Computer  
Application

## Experience

2021 – 2021

**Maya Animation Academy**  
Front Desk/Telemarketing

2018 – 2019

**Sukha Sandesh, organization**  
Accountant

## Contacts



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Nepal



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