

# Sarina Shrestha

## Skills

### Technical Skills

HTML, CSS  
JS (Very Basic)  
Canva

### Soft Skills

Communication  
Time Management  
Team Work

## WORK HISTORY

### FrontDesk Officer, Superior Motors Pvt. Ltd.

Biratnagar, Nepal | May 2023 - July 2023

#### Responsibilities:

- Maintaining daily bills and account.
- Customer Service
- Salary Distribution
- Social Media Management.

## Education

### BSc. CSIT, Tribhuvan University (Nov, 2078 - Running)

Himalaya Darshan College, Biratnagar

### +2 (Higher Education), NEB (June, 2075- May, 2077)

Arniko College, Biratnagar

### Schooling(2075)

Global Academy, Bardibas, Province 2

## Language

Nepali - Native/Fluent  
English - Fluent  
Hindi - Intermediate

## Contact

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