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# Suman Paudel

Information Technology

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Skilled multitasker with superior work ethic and good teamwork, problem-solving and organizational skills. Willing to take on any task to help team. Reliable and dedicated team player with hardworking and resourceful approach.

## Skills

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Presentation  
Public speaking  
Research  
Sorting and labeling  
JAVA  
Web Development  
Communication  
Team collaboration  
Project Management

## Work History

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**2018-01 - Current**

### Volunteer

*Member of Sainamaina leo club, Sainamaina*

- Volunteered with groups and organizations to help make measurable differences for program recipients.
  - Adhered to organization procedures and instructions to maintain safety for program participants and other workers.
  - Helped develop monthly schedules and assignments.
  - Supported engaging and fun events by helping with organization and planning.
  - Helped program leaders with administrative support duties.
  - Planned and delivered numerous activities and special events.
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2019-05 - 2020-06

## Computer Teacher

Tutor at Apple Computer Institute, Sainamaina

## Education

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2009-04 - 2019-01

### NEB

Malmala Devi Secondary School - Sainamaina-5,

- President of Red cross society at School.

2019-07 - 2021-11

### +2 At Science ,NEB Board: Science

Kati Secondary School - Butwal

2022-11 - Current

### Bachelor of Applied Science in Information Technology: BSC(Hons)Computer Science

Herald College Kathmandu - Naxal,Kathmandu

## Software

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Web Development

## Languages

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English

## Certifications

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Leadership Skills

## Interests

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Learn about AI

## Learning new things

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I have been learning JAVA,HTML and CSS and the basic math that helps to learn AI,  
generally i focused on AI .