

## **CURRICULUM VITAE (CV)**

Name: Biraj Shrestha

D.O.B: 2055-04-19

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### **CAREER OBJECTIVES**

To work with full strength in an organization that provides new challenges and offers me a stable and positive atmosphere and inspire me to enhance my working skill, strength and work experience.

### **Work Experience**

- **Nabil Investment Banking Limited Naxal, Kathmandu**

Intern (2021)

Involved in DP, PMS, PMS Operation related work

### **EDUCATION**

- **Quest International College, Lalitpur, Bagmati**  
Bachelor in Business Administration (BBA)  
Result Waiting of Final Semester
- **Omega International College, Lalitpur, Bagmati**  
HSEB: Business Management (2015-2017)  
Graduate with First Division
- **The Rising School, Lalitpur, Bagmati**  
S.L.C (2015)  
Graduate with First Division

### **SKILLS**

- Microsoft Office: Basic knowledge of word, Excel, PowerPoint, Outlook
- Multi Media: Basic Photoshop and video editing

- Accounting Package: Tally, Cash
- Good communication skill
- Time management
- Quick learner

### **INTEREST**

- Fitness
- Automobiles
- Basketball

### **EXTRA ACTIVITIES**

- Member of Quest Business Club (2017-2022)
- First position In Basketball Competition (2019)
- Volunteer of Quest Sports week (2019)
- Volunteer of Quest Food Fest (2017-2019)
- Research on Safety measures adopted by gwarko residents against covid-19 (2020)

### **REFERENCES**

- Mr. Mukti Nath Shrestha  
Acting Executive Director  
SEBON  
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[mukti@sebon.gov.np](mailto:mukti@sebon.gov.np)
- Mr. Sumesh Pandey  
DP Head  
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