



MANOJ THAPA

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PROFESSIONAL SUMMARY

I consider myself a responsible, creative, with initiative and punctuality, I accept with pleasure the challenges and goals that your organization could assign me, with good handle of the interpersonal relationships, ability to work in teams, ability to work under high pressure, so as to solve problems efficiently and achieve the goals set by the company and my work group.

PROFESSIONAL EXPERIENCE

- ✚ **Vianet Communication PVT. LTD**
(1st august 2016-July 30 2018)
Fiber technician, Vianet Commutation PVT. LTD
Worked as helper for assisting the team.
- ✚ **Tamrakar mobile complex**
Position: As a sales representative
Location: Newroad kathamandu, Nepal
Duration: 15 December 2020 – 30 august 2021
- ✚ **Al buroog Jewellery shop**
Position: As sales representative and Cashier
Location: Dubai Festival City, Dubai,UAE
Duration: 21st october 2021 – till date

SKILLS

- ✚ High Interpersonal and account management abilities.
- ✚ Resolves customer issues and answer question.
- ✚ Good cleaning and sanitation skills.
- ✚ Good interpersonal and oral communication skills.
- ✚ Confidence maintaining a positive attitude.
- ✚ Active listening understanding the customers' needs.
- ✚ Processes return transactions.
- ✚ Leadership quality.
- ✚ Pressure handling.
- ✚ Team player.

EDUCATION

- ✚ School leaving certificates (S.L.C.) 2009, from The New Summit Higher Secondary School, Kathmandu.
- ✚ Intermediate in Business and Management +2, 2010-2011, from Universal College of Management, Kathmandu.

PERSONAL INFORMATION

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|---------------------|---------------------------------------|
| Sex | : Male |
| DOB | : 1993 september 21 |
| Height | : 155.448 cm |
| Marital status | : Married |
| Hobbies | : music,sports,gadgets |
| Nationality | : Nepali |
| Other language | : English, Nepali, Hindi |
| Visa status | : Family Sponsor Visa |
| Visa Expired | : 5th Janurary 2025 |

STRENGTH

- ✚ My greatest assets are my hardworking ability, confidence and adaptability through which I can work both in terms as well as individually.