

Selina Gurung

I am a dedicated, organized and methodical individual. I have good interpersonal skills, am an excellent team worker and am keen and very willing to learn and develop new skills. I am reliable and dependable and often seek new responsibilities within a wide range of employment areas. I have an active dynamic approach to work and getting things done. I am determined and decisive. I identify and develop opportunities.

CONTACT ME

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📍 Bharatpur-2, Chitwan

EDUCATION

Small Heaven Model

SEE

2074 B.S (3.35 GPA)

Orchid Science Collage

+2 (Management)

2077 B.S (3.25 GPA)

Valley State College

Bachelors in Business Administration

2077 B.S to present

SKILLS

- Communication Skills
- Hardworking & dedicated
- Time management
- Discipline
- Accounting & Finance knowledge
- Microsoft Office (MS Word, MS Excel, Powerpoint)

CAREER OBJECTIVE

- To grow in the field of innovation and execution management in auditing and taxation where my skills will get utilized to the fullest and help me to adapt in the dynamic environment of business world.
- To work with an organization which gives me an opportunity to utilize my education and knowledge where I can prove my capabilities for professional growth while enhancing the organization's performance and reputation

WORK EXPERIENCE

Global IME Bank | Bharatpur Branch

2023 AD

I completed my internship from Global IME Bank (Bharatpur Branch). I served in the customer service department which enhanced my knowledge regarding banking requirement, documentation and customer satisfaction.

NARS Associates

2024 AD

Currently I have been working with NARS Associates for almost 3 months.

REFERENCES

Baburam Khanal
Valley State college / Principal

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CA Nishan Poudel

NARS Associates

Phone: 9855052288