



Asmit Thapa

Nationality: Nepalese **Date of birth:** 13 Nov 1995

Phone number: (+971) 583012622 **Email address:** asmitdcpl@gmail.com

Home: Al Manakh Sharjah, sharjah (United Arab Emirates)

ABOUT ME

I'm a committed and organised person. I'm an outstanding team player with strong interpersonal skills, and I'm eager to pick up new abilities. I frequently look for new tasks in a variety of career fields because I am dependable and trustworthy. I have good listening and communication skills, and I'm a lovely, friendly person. I'm also honest and reliable. I work well both in teams and alone since I prefer to establish objectives for myself that I will attain. To ensure that I manage my time effectively, I am well-organized and constantly create plans in advance.

WORK EXPERIENCE

Sales and marketing manager

Swarnashree Saving & Credit Co -Operative Ltd. [21 Sep 2020 – 27 Jun 2023]

City: Kathmandu

Country: Nepal

- Maintaining relationships with important clients by making regular visits, understanding their needs, and anticipating new marketing opportunities.
- Implementing new sales plans and advertising.
- Analyzing budgets, preparing annual budget plans, scheduling expenditures, and ensuring that the sales team meets their quotas and goals.

Money exchanger

Mamashree Money Transfer [9 Apr 2018 – 14 Jul 2020]

City: Morang

Country: Nepal

- Manage transactions with customers using cash registers.
- Counts cash drawer upon opening to verify amount; ensures enough cash is kept in drawer for daily needs by ordering from vault.
- Conducts a variety of customer service tasks which may include providing account balances, transferring funds, tracking deposits and various record changes.
- Maintains and accounts for cash drawer and daily transactions; reports discrepancies.
- Skill in meeting and dealing with the public.

Supervisor

Delight climate (P) Ltd. [21 Jun 2015 – 27 Feb 2018]

City: Lalitpur

Country: Nepal

- Installing, maintaining and repairing ventilation and air conditioning systems and equipment.
- Identifying maintenance risks on equipment.
- Diagnosing electrical and mechanical faults for HVAC systems.
- Cleaning, adjusting and repairing systems, and performing warranty services.

Money exchanger

Mamashree Money Transfer [4 Feb 2011 – 5 Jan 2015]

City: Morang

Country: Nepal

A remittance is a money that can be send from one place to another place with short time . Broadly speaking, any payment of an invoice or a bill can be called a remittance. However, the term is most often used nowadays to describe a sum of money sent by someone working abroad to their family back home.

- Collecting payments whether in cash or credit

EDUCATION AND TRAINING

Senior Secondary School (+2)

Maa Bhagwati Public School [2014 – 2016]

City: Agra

Country: India

Diploma In Refrigeration & Air conditioning

Purwanchal Campus [2011 – 2014]

City: Dharan

Country: Nepal

Secondary Level (10th class)

Mount Makalu Residential Higher Secondary School [2011]

City: Morang

Country: Nepal

LANGUAGE SKILLS

Mother tongue(s): **Nepali**

Other language(s):

English

LISTENING B1 READING B1 WRITING B2

SPOKEN PRODUCTION B1 SPOKEN INTERACTION A2

Hindi

LISTENING A2 READING A2 WRITING A2

SPOKEN PRODUCTION A2 SPOKEN INTERACTION A2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

DIGITAL SKILLS

Microsoft Office / Microsoft Word / Microsoft Excel / Driving

DRIVING LICENCE

Driving Licence: AM

Driving Licence: A1

Driving Licence: A2

Driving Licence: A

Driving Licence: B1

Driving Licence: B

PERSONAL & PASSPORT DETAILS.

Personal Details

- Father Name : Dipendra Bahadur Thapa
- Mother name : Puspa kumari Kalakheta
- Height : 5feet 8inch
- Weight : 78 kg
- Martial status : Married

Passport Details

- Passport No :11051025
- Date of Issue :15 Aug 2018
- Date of Expire : 15 Aug 2028
- Place of Issue : MOFA