

Curriculum Vitae

Dipak Kafle

Objectives:

Looking towards a challenging future in a growth oriented and a reputed organization, while will utilize the achieved qualification and develop and enrich it, broaden the perspective and gain a fulfilling experience with leading institutions.

Contact Details

Address : Dangibari-6, Jhapa
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Personal Information

Father's Name : Mitra Lal Kafle
Date of Birth : 1986, Dec 17
Sex : Male
Nationality : Nepali
Marital Status : married

Academic Qualifications:

Completed Bachelor Level (63.14%) from Mechi Multiple Campus located at Jhapa in 2010 AD with Nepali & Economics as core subjects.

Completed Intermediate level (41.70%) from Adarsha Vidya Mandir Higher Secondary School located at Jhapa.

Completed SLC (48.25%) from Phulbari Madhyamik Vidhyalaya located at Chakchaki-6, Jhapa.

Working Experience:

Worked for 5 years at Sunrise Bank Limited, Pharping Branch (3 years as a Messenger and 2 years in Customer Service Department)

Worked for 1 year at United Insurance Com. Ltd Birtamod Branch (**Underwriting Department**)

Worked for 2 years at Everest Insurance Com.Ltd Biratchowk Branch (Branch In-Charge as a **Marketing Department**)

Computer Training:

Operating System : DOS, Windows,
Word Processors : Microsoft Word, Power Point and Internet
Spreadsheets : Microsoft Excel
T24 software : General Knowledge of T24 and Pumari Software.
Languages : Nepali, English & Hindi

Skills:

Sound administrative skills.

Demonstrated ability to develop and maintain effective working relationship with staffs within a team environment.

Willingness to accept responsibilities and learn new skills.

Creative mindset, result oriented and a go-getter a person who is aggressive and ambitious.

Ability to work under pressure in a competitive environment.