

Amit LAMSAL

Pokhara Nepal
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EXPERIENCE

Code Zenith Pvt. Ltd. Pokhara — *Internee*

- Supported staff members in their daily tasks, reducing workload burden and allowing for increased focus on higher-priority assignments.
- Boosted social media engagement through creative content creation.
- Assisted in improving product design with detailed user feedback analysis.
- Facilitated knowledge sharing by creating internal wiki for project guidelines.
- Provided exceptional customer service by promptly addressing inquiries, ensuring a high level of satisfaction among clientele.
- Gained valuable experience working within a specific industry, applying learned concepts directly into relevant work situations.
- Contributed to a positive team environment by collaborating with fellow interns on group projects and presentations.
- Sorted and organized files, spreadsheets, and reports.
- Prepared project presentations and reports to assist senior staff.
- Developed organizational skills through managing multiple tasks simultaneously while adhering to strict deadlines.
- Explored new technologies and approaches to streamline processes.

SKILLS

Teamwork and Collaboration
Fast Learner
Quick Learner
Computer Skills
Problem-Solving
Team Collaboration
Presentations
Research
Interpersonal and Social Skills
Goal-oriented mindset
Report Writing
Multitasking and Organization
Creativity and Innovation
Attention to Detail
Project Support
Microsoft Office Suite
Research and analysis
Public Speaking
Outstanding communication skills
Creative and Resourceful
Recordkeeping
Client Relationships
Project Management
Data Management
Social Media
Data Interpretation
Database Management
Data Evaluation
Telephone Etiquette
Project Planning

EDUCATION

Shishu Niketan School , Pokhara — *SEE*

2020-04

Shishu Niketan School , Pokhara — *10+2*

Science:2022-06

Infomax College of IT and Management, Pokhara-BSc IT

B.Sc. IT 2023-2026

LANGUAGES

Nepali

English

Hindi

Driven and innovative professional with a proven track record at Code Zenith Pvt. Ltd., where I enhanced social media engagement and streamlined project processes. Skilled in data management and fostering team collaboration, I excel in applying creative solutions to complex problems, significantly improving project outcomes and client satisfaction. Resourceful team player with experience with common software applications and social media platforms. Well-versed in business organization and strategies for successfully modernizing workplaces. Skilled at project support with proven history of solutions-oriented problem-solving. Reliable business professional with experience in project management, process improvement and financial analysis. Proven track record of successfully streamlining business operations and reducing costs. Adept at analyzing data to identify trends and developing strategies to improve efficiency. Pursuing full-time role that presents professional challenges and leverages interpersonal skills, effective time management, and problem-solving expertise. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals. Results-oriented achiever with proven ability to exceed targets and drive success in fast-paced environments. Combines strategic thinking with hands-on experience to deliver impactful solutions and enhance organizational performance. Innovative technology professional with several years of diverse experience. Skilled in enhancing systems and aligning technical solutions with business objectives. Proven success in leading projects from start to finish and contributing to organizational growth and success. Recent graduate with foundational knowledge in **Bachelors of Information Technology** and hands-on experience gained through academic projects and internships. Demonstrates strong teamwork, problem-solving, and time-management skills. Prepared to start career and make meaningful contributions with commitment and drive. Possesses versatile skills in project management, problem-solving, and collaboration. Brings fresh perspective and strong commitment to quality and success. Recognized for adaptability and proactive approach in delivering effective solutions. Detail-oriented individual with exceptional communication and project management skills. Proven ability to handle multiple tasks effectively and efficiently in fast-paced environments. Recognized for taking proactive approach to identifying and addressing issues, with focus on optimizing processes and supporting team objectives. Demonstrates strong analytical, communication, and teamwork skills, with proven ability to quickly adapt to new environments. Eager to contribute to team success and further develop professional skills. Brings positive attitude and commitment to continuous learning and growth. Proactive and goal-oriented professional with excellent time management and problem-solving skills. Known for reliability and adaptability, with swift capacity to learn and apply new skills. Committed to leveraging these qualities to drive team success and contribute to organizational growth. Equipped with strong problem-solving abilities, willingness to learn, and excellent communication skills. Poised to contribute to team success and achieve positive results.