



Sapana Badu

I'm a nice fun and friendly person, I'm honest and punctual, I work well in a team but also on my own as I like to set myself goals which I will achieve, I have good listening and communication skills. I have a creative mind and am always up for new challenges. I am well organized and always plan ahead to make sure I manage my time well.

EXPERIENCE

Internship

Agriculture development bank / Dhangadhi, kailali / August, 2020 - November, 2020

Internship

Employees Provident fund / Dhangadhi, kailali / October, 2022 - February, 2023

Receptionist

Aarogya hospitality Pvt ltd / Baluwatar / December, 2024 - Present

TRAINING/CERTIFICATIONS

Microsoft training

Easy computer education / 2019

EDUCATION

Intermediate,+2

Kailali multiple campus / Dhangadhi / January, 2018 - December, 2019

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

CONTACT

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Kathmandu , Budhanilakantha-8

SKILLS

- Work ethic, adaptability, problem solving, leadership, teamwork - Skillful

LANGUAGE

English

Nepali

Hindi

REFERENCE

Bhuvan Joshi

Himalayan collage / Admin

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Harina Badu

Sanima bank ltd / Supervisor

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