

Radhika Shahi

radhikashahi2075@gmail.com

Permanent Address: Kharpunath 5, Humla, Nepal
Current Address: Kathmandu, Nepal
Date of Birth: 2059-09-15 (B.S.)
Father's Name: Jaga Bahadur Shahi
Mother's Name: Rupa Shahi
Gender: Female
Languages Known: Nepali, English, Hindi
Nationality: Nepali
Religion: Hindu
Marital Status: single

Academic Qualification

S.N	Level	School/College Name	Board	GPA	Passed Year
1.	SEE	Shree Mandhara Secondary School	Gov. of Nepal	3.30	2074
2.	+2	Kailali Multiple Campus	NEB	2.37	2078
3.	Bachelor	Ratna Rajyalaxmi Campus	TU	3rd Year (Running)	-

Training

Basic Computer Course (Three Months)

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
- Basic knowledge of Internet usage and email management
- Familiar with data entry and database management

Work Experience

- I worked as a caller at Paywell Nepal for three months.

Skills

- **Teamwork & Communication:** Strong interpersonal skills and ability to work effectively in a team
- **Time Management:** Capable of working long hours and meeting deadlines
- **Professionalism:** Committed to delivering high-quality work and maintaining reliability

Declaration: I declare that the above-given information is true to the best of my knowledge and belief.