RUKSHANA SHRERSTHA

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+ SUMMARY

To be associated with a progressive organization which can provide me with a dynamic work sphere to extract my inherent skills as a professional, use and develop my aptitude to further the organization's objectives and also attain my career target in the progress.

+ EDUCATION

SLC
The Sunshine Secondary Boarding School / Kathmandu

+2 (Management)
Prime College / Kathmandu

Bachelor(BBS)
People's College / Kathmandu

+ WORK EXPERIENCE

Secretary of Prime IT Club +2
Prime College / Kathmandu / May, 2017 - December, 2017
As Secretary of an IT club, I was responsible for managing administrative operations, recording meeting minutes, and maintaining internal documentation. I organized meetings and events, coordinated communications among members, and supported promotional activities. I also contributed to managing the club's online presence and membership database. My role required strong organization, clear communication, and close collaboration with the executive team to ensure the smooth execution of the club's initiatives.

+ PORTFOLIO

FINANCIAL PERFORMANCE ANALYSIS OF EVEREST BANK LIMITED
As part of an academic project, I analyzed the financial performance of Everest Bank Limited from FY 2076/77 to 2080/81 using secondary data from annual reports and financial statements. Key financial indicators such as liquidity, profitability, and asset utilization were assessed using ratios and statistical tools like mean, standard deviation, and coefficient of variation. The project highlighted trends in EPS, ROA, DPS, and loan-to-deposit ratios, with findings presented through charts and tables to evaluate the bank's overall financial health and consistency.

+ SKILLS

- Research and Planning ●●●●○
- Critical Thinking ●●●●○
- Office Suite proficiency ●●●●○
- Effective communication ●●●●○
- Leadership Abilities ●●●●○
- Problem solving ●●●●○
- Adaptability to work settings ●●●●●
- Responsibility and innovation ●●●●○

+ LANGUAGE

- Nepali ●●●●●
- English ●●●●○
- Newari ●●●●○
- Hindi ●●●○○

+ REFERENCES

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