

Prashant Dhakal

Administrative Head

I consider myself as a person with positive attitude, friendly, easygoing, ready to take challenges and good team player. Key strength are communication, building Strong relationship with people in order to deliver the best result.



✉ dhakalprashant82@gmail.com

📍 Kathmandu, Nepal

🌐 [linkedin.com/in/Pra_shant](https://www.linkedin.com/in/Pra_shant)

📷 [instagram.com/Pra_shant](https://www.instagram.com/Pra_shant)

📞 9843712553

🌐 www.dhakalprashant.com.np

📘 [facebook.com/Dhakspra](https://www.facebook.com/Dhakspra)

WORK EXPERIENCE

ADMIN HEAD

Venus Interiors Pvt. Ltd

05/2019 - Present Kathmandu, Nepal

Venus Interiors Pvt. Ltd. is a company which deals with the designing of interior space with the full working and decoration support.

Achievements/Tasks

- Accomplished more than 9 Working projects and their accountability.
- Rewarded best employee of the year 2020 & 2021
- Internal Auditing task is currently undergoing.

Marketing Head

Miracle Party Venue Pvt. Ltd

07/2017 - 05/2019 Sukedhara Kathmandu

Achievements/Tasks

- Dealing with people
- Accrued more than 50+ public in the 1st Month
- Public relation building

EDUCATION

+2 In Science

National School of sciences

08/2014 - 08/2016

Courses

- Botany & Zoology

Bachelor in Business Administration

CAMAD College

10/2017 - 10/2021

Pokhara University

Courses

- Finance, Marketing, Human Resource

PERSONAL SKILLS

communication

leadership

Time Management

Computer skills

Accountability skills

PR

conflict Management

Strategic thinker with problem solving abilities.

PERSONAL PROJECTS

Interior Construction of NCC Bank branch office at Biratnagar (Accountability & Supervision) (02/2022 - 04/2022)

- completed the provided project within the given time frame

Interior Construction of NIC ASIA Bank Branch office Kalopool Kathmandu (Supervision of site & Account) (11/2019 - 01/2020)

- All the necessary account has been kept according to the Sites expenditure and calculation

VAT Entry (05/2021 - Present)

- Vat entry of every fiscal years

ACHIEVEMENTS

Awarded with the young face in accountability (08/2021 - Present)

LANGUAGES

English

Full Professional Proficiency

Nepali

Full Professional Proficiency

Hindi

Full Professional Proficiency

French

Limited Working Proficiency

MY WORD

If you absorb me as a member of your professional team. I will prove as the subordinate, colleague and superior to the concerned and contribute maximum for the benefit of your organization.