



PROFILE

I have been preparing myself as a perfect candidate academically and professionally at my best level seeking an opportunity where I would like to utilize my skill and experience in the most judicious manner.

I would like to learn new methods and technique to equip myself with the latest and implement it to the betterment of the organization in future. To be an astute learner and the best performer always and to build an innovative career in your esteemed organization by using my skills and other significant abilities.

PERSONAL DETAILS

Age: 29 years
Date of Birth: 1995 November 25
Nationality: Nepalese
Passport No. PA1587461
Visa type: Visit Visa
Visa Expiry: 29th October 2024

CONTACT

PHONE:
050 868 2151

ADDRESS:
Sharjah, UAE

EMAIL: mandipandbaral@gmail.com

HOBBIES

Learning
Travelling
Reading

PROFESSIONAL STRENGTHS:

- General Knowledge of banking.
- Customer dealing skills.
- Organizing & communication skills.
- Ability to take initiative & having positive attitude.
- Computer literate with working knowledge of Word, Excel, Power point and others banking software.
- Ability to adapt on changing working environment.

SKILLS:

- General Knowledge of banking.
- Customer dealing skills.
- Organizing & communication skills.

MANDIP BARAL

EDUCATION

School Leaving Certificate (SLC)
Jupiter English Boarding School, Gachhiya, Morang
Government of Nepal-SLC Board
Completed year: 2011 AD
Score: 76.13% / First Division

Plus Two Intermediate
Kasturi Higher Secondary School, Itahari, Sunsari
Higher Secondary Education Board (HSEB)
Completed year: 2013 AD
Score: 68.4% / First Division

Bachelor Degree (BBS)
Vishwa Adarsha College, Itahari, Sunsari
Tribhuvan University (TU)
Completed year: 2017 AD
Score: 58.85% / Second Division

Master Degree (MBS)
Vishwa Adarsha College, Itahari, Sunsari
Tribhuvan University (TU)
Completed year: 2022 AD
Score: 3.46 GPA / First Division

WORK EXPERIENCE

Mahalaxmi Bikas Bank Ltd. (Junior Assistant to Assistant)
As a Customer Service Department, Teller & Credit Relationship Assistant
2017-01-15 AD to 2020-08-26 AD

- Provide excellent customer service, handling complaints to ensure satisfaction
- Resolving issues and offering information about new products & services
- Follow banking policies and guidelines.
- Processing, reconciliation and reporting of cash function
- Customer skimming and observing the risk factor.
- Preparation Credit report and financial reporting
- Developing the PR

Shangrila Development Bank Ltd. (Senior Assistant to Supervisor)
As a Credit Incharge
2020-08-28 AD to 2024-08-13 AD

- Cash Management
- Overall credit monitoring and review of loan performance.
- Directly or indirectly involve in business expansion and focus on assigned branch level target
- Regularly discussed about emerging challenges and market scenario
- Other credit related activities.

TRAINING ATTENDED

- Basic in Excel, Word, Power Point & Tally, Outlook, good command on Email and Internet.
- AML-CFT/KYC program training.
- Two months internship in Laxmi Bank Ltd., Itahari Branch.