

# Buddaram Bal



Specialist in management, Human resources and programing

## EXPERIENCE

### **Shubhodaya Multipurpose Cooperative Ltd., Kathmandu — Chief Executive Officer**

02 February 2022 - PRESENT

Handle the whole organization with 3 branches and call meetings, decision making, staffing, controlling, programing, budgeting and other legal and IT related action and other tasks which are needed as per company's daily operations.

### **National Cooperative Bank Ltd., Lalitpur, Nepal — Senior Assistant/Branch Manager**

November 2013 - January 2022

As a branch manager I have to handle the whole branch with staffing, controlling, Head office reporting, healthy public relation, different cooperatives inspection and direction, proposal writing and report writing and also banking system related tasks and IT related tasks.

### **District Government Attorney Office, Makawanpur, Nepal — Non Gazetted Second (Kharidar)–Government Lawyer**

February 2012 - November 2013

As a non-gazetted second (Lawyer) I have to work with legal practitioners in the court and I have to speak for the protection of the government side.

## EDUCATION

### **Narayani College, Hetauda, Makawanpur — Bachelor's Degree**

November 2010 - March 2015

Specialist with finance, project financing, proposal writing, marketing, accounting and public relation sectors. Whole management skills.

### **Shree Nirmal Higher Secondary School, Hetauda, Makawanpur — Higher Secondary level Degree**

July 2007 - August 2009

Best in Business management, accounting, finance and marketing.

## PROJECTS

### **National Cooperative Alliance — Kathmandu, Nepal Unities of Cooperatives**

As a director, as a promoter and also as a Chief Executive officer.

For rural level financial increment cooperative is the best and easy elements. So that only cooperatives sectors can change financial status in the rural areas and can give financial literacy to the targeted member and the persons.

I have full proposal also.

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## SKILLS

Energetic & hard working.

Creative and persistent in listening with empathy and assessing clients' needs.

Can deal with guests in a friendly and polite manner.

Good communication and public relation skills.

Committed on assignment, motivation, marketing and organizational development and handling skills.

Aware of health and safety at the workplace, friendly with coworkers and also team management skills.

Good strategic plan, management and customer satisfaction skills.

## AWARDS

2 weeks training: "Trainers of Training" (TOT), Through TITI, 14 August 2023 to 24 August 2020

5 Days training: "Trainers of Training" (TOT), Through National Cooperative Bank Limited, 20 February 2020 to 25 February 2020.

Training: Regional (Asia and the Pacific Workshop) on "Youth and Campus Cooperatives; moving towards sustainable growth and development in the cooperative decade" in Bangkok, Thailand. Sep 17 to 20, 2015.

Training: CARE Learning conference on Psychosocial Intervention in Gulu district, Northern Uganda. Feb 14 to 16, 2012

Excellent and Advance Computer skills including MS Word, Power Point, Excel, Email, Internet etc. Also, Basic Secretarial skills and all kinds of Typing. Learn From 7 April 2008 to 6 August 2008.

## LANGUAGES

English, Nepali and Hindi