



SURAJ SHRESTHA



+971528072645



stha0621@gmail.com



Al Karama, Dubai, UAE



17/06/1986

ABOUT ME

A dedicated and detail-oriented individual with extensive experience in sales and cashier operation. Eager to leverage strong customer service skills, sales, expertise, and cash handling abilities to contribute to a dynamic retail environment, ensuring smooth transaction process and enhancing customer satisfaction.

EXPERIENCE

• **2016-2024**

Kathmandu-Nepal

ECO INCORPORATION GROUP PVT. LTD.

- Led and managed the operations of two key sub-brands **Eco Holiday Asia** and **Book Cab now**, mentor and manage a high-performing marketing team.

• **2011-2012**

London- UK

TRAVELODGE, UNITED KINGDOM

- Develop and maintain strong relationship with partners, agencies, and tenders to support marketing channels and materials.

• **2012 - 2014**

Aldershot- UK

EVEREST RESTAURANT, UNITED KINGDOM

- Ensured accuracy in billing and provided quick resolution to payment-related queries and delivered high-quality customer service.

EDUCATION

• **2019-2023**

Kathmandu-Nepal

TRIBHUWAN UNIVERSITY

- Masters of English Literature

• **2017-2019**

Kathmandu-Nepal

RATNA RAJYA LAXMI COLLEGE

- Bachelor of Arts

EXPERTISE

- Computer Operator
- Customer Service
- Digital Marketing
- Virtual Assistant
- CSR Knowledge

SKILLS SUMMARY

Content Writing	<div><div></div></div> 78 %
Word / Excel	<div><div></div></div> 81 %
Computer skills	<div><div></div></div> 93 %
Digital Marketing	<div><div></div></div> 47 %