



Siddhartha Chapagain

Personal Information

Date of Birth: **30/06/2000**

Nationality: **Nepalese**

Marital Status: **Unmarried**

Languages: **English, Nepali, Hindi (Fluent)**

Passport & Visa Status

Passport number: **11140645**

Date of Issue: **28 OCT 2018**

Date of Expiry: **27 OCT 2028**

Visa: **Visit Visa
Require Sponsorship
for Work**

Summary

Organized, diligent, and detail-oriented professional with a strong academic foundation. Passionate about utilizing analytical and problem-solving skills in the business sector. Looking for an opportunity to gain hands-on experience and further develop expertise.

Education

2019–2023 **BSc in Mathematics**, Tribhuvan University, Kirtipur, Nepal

2019 **TOEFL Certification**, Strong English Proficiency Score

Experience

Jan 2022–Nov 2023 **Office Assistant**, Kripa Associates, Kathmandu, Nepal
Handled office paperwork, emails, and file management while assisting in overall office operations and meetings.

Dec 2023–Jan 2025 **Mathematics Teacher**, Divya Jyoti Secondary School, Nawalparasi-west, Nepal
Taught high school mathematics, evaluated students' performances, documented results, conducted parents-teachers meetings.

Skills

Technical: Microsoft Office Suite (Word, Excel, PowerPoint), Data Entry, Data Structuring

Soft Skills: Communication, Problem-Solving, Teamwork, Adaptability, Customer Service

Additional Information

Interests: Finance, Accounts, Business, Trading, Business Analytics

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