<u>Resume</u>

XYZ   **Address:**
B.E.   xxx Steet no- abc
(STREAM)   city,state
Sagarmatha Engineering College   Contact
Nepal   Email:

Career Statement: Your objective should fit into the purpose of the opening notified. It should not be too broad and vague.

Career Summary:

- If you are a fresher, focus on your qualification, grades and achievements during your student life.
- If you are an experienced candidate, focus on your work experience and the skills you have acquired during your employment.
- If you have any expertise on any software packages which can be useful for the company, it's a good place in your CV to mention about it.
- If you have any other skills which you think would impress your prospective employer, it's a good place to mention them. They will catch the employer's attention fast.
- In this section of CV you can also mention about your travel with in or outside the country.

Project Experience:

- Currently working on XYZ project for ABC company ltd., using VB and SQL. ☐ Implemented ABC system at XYZ client using C++.
- Implemented XYZ system using VB and Oracle at ABC ltd.

Skills:

- Programming in C/ C++
- Well Verse with VB 6.0, Oracle and MS Access
- Programming in Core Java, learning advance Java.

Achievements:

- Obtained scholarship of "amount" from XYZ Group of Industries in "year" ☐ Ranked "A" in S.S.C. merit list
- Won best student award by "group name" in "year"

Extracurricular activities:

- ☐ Lead the college tech-fest - "name"
- ☐ Active Member of "NGO" named "XYZ"
- ☐ Member of the organizing committee of **"group name"**

Work experience or internship: What,where and when and a little briefing

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EDUCATIONAL QUALIFICATION:

YEAR	CLASS	INSTITUTE	BOARD	PERCENTAGE
2012-16	B.Tech	Sagarmatha Engineering College	T.U.	-
2011-12	XII	-	-	-
2009-10	X	-	-	-

PERSONAL DETAILS

Date of Birth:
Father's Name:
Mother's Name:
Nationality:
Gender:

DECLARATION

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place: (XYZ)
Date: