

PERSONAL INFORMATION

Sujan Kunwar



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Sex Male | Date of birth 07/12/1992 | Nationality Nepali

Highly enthusiastic for learning ideas and creative skills, leadership, good communication skills, innovative, research aptitude, optimistic.

WORK EXPERIENCE

General Manager (February 19th, 2019 – February 28th)**Lavee Residence Pvt. Ltd.**

Boudhda -6, Kathmandu | Nepal

www.laveeresidence.com | www.facebook.com/laveegardenrestro

Operational management, daily staff management, food management, vendor management, guest communication, Public Relation , website designing, OTAs management, Video recording, Video editing, Graphic Designing, event photography, Photo processing, photography, Social Media Updates & relation

Organization type: Hotel, B&B, Restaurant

IT Officer (June 15th 2018 – August 1st)**Trekkers Heritage Inn | Welcome Heritage Inn**

Boudhda -6, Kathmandu | Bhaktapur

www.trekkersheritageinn.com | www.welcomeheritageinn.com

website designing, Public Relation, OTA's update, OTAs management, Video recording, Video editing, Graphic Designing, event photography, Photo processing, photography, Social Media Updates

Organization type: Hotel, B&B

Head of Marketing (February 7th, 2018 – May 2018)**Lavee Residence Pvt Ltd.**

Ramhiti -6, Bouddha – Kathmandu

www.laveeresidence.com

website designing, Public Relation, marketing on field, OTA's update, Video recording, Video editing, Graphic Designing, event photography, Photo processing.

Organization type: Hotel, B&B

IT Officer (May 16, 2016 – January 31st, 2018)

Centre For Molecular Dynamics Nepal, Sworaj sadan, Prasuti Griha Marga-11, Thapathali, Kathmandu, Nepal

www.cmdn.org.np | www.fish.org.np | www.cmdn.org.np/intern | www.cmdn.org.np/workshop

website designing, website development, Website maintenance, Basic Computer Networking, Computer maintenance, Video recording, Video editing, Graphic Designing, landscape Photography, event photography, wildlife photography, Photo processing, Public Relation.

<https://youtu.be/i7sowq1CF1M> -From Field To Lab - Using Innovative Technology In Ecological and

Wildlife Studies

<https://youtu.be/sHgYWNZ4AXk> - Intrepid Cancer Diagnostics

<https://youtu.be/NbDIZ2R0f3A> - Into The Clouds Hugging Himalayan Mountains

Organization type: NGO - Non-Profit Organization

Managing Director (Feb 11 2017 – present)

Sajha Entertainment Pvt. Ltd. Kathmandu, Nepal

www.sajhaentertainment.com | www.youtube.com/sajhaentertainment

News Reporting, News hosting, Online Marketing, Website designing, website development, Video editing, Video recording, Graphic Designing, Photography, Photo processing, Public Relationship, ,

Organization type: Online News Portal service and YouTube Channel

Video Editor (Feb 30th 2015 – May 8th 2015)

Canada Nepal Kathmandu, Nepal

<http://www.canadanepal.info> | www.youtube.com/channel/UCeqFIIPsgUg2sPWLWkLtLzA |

Video Editor, Model photo-shoot, Video recording, Graphic Designing, Photography, Photo processing,

Organization type: Online News Portal, YouTube Channel

Video Editor (Feb 30th 2015 – May 9th 2015)

977mag Kathmandu, Nepal

www.977mag.com | www.youtube.com/channel/UCQuzINzi8aOEOW36xd7aqA

Video Editor, Model Photo-shoot, Video recording, Graphic Designing, Photography, Photo processing,

Organization type: Online News Portal, YouTube Channel

EDUCATION AND TRAINING

2016- Present

Bachelor in Humanities

Ratna Rajya Campus (RR), Tribhuvan University, Kathmandu - Nepal

- Mass Communication
- Political Science

PERSONAL SKILLS

Languages

Nepali - Native fluent
English - Professional fluent
Hindi - Professional fluent

Communication skills

- Commanding communication skills acquired throughout my professional career as a Media Person
- Open mindedness, good listener

Organisational / managerial skills

- Leadership (At present time, responsible for supervision of team of 5 employee)

Computer skills

- Good command of Microsoft Office™ tools
- Adobe Premiere - Editing
- Adobe Photoshop - photo processing
- Adobe Light-room - image processing
- Adobe After Effect
- Basic HTML/CSS/PHP coding
- WordPress Websites

- Other skills**
- Tourist Guide specially in trekking sector
 - Craniosacral 1st Level courses in Nepal by German Teacher
 - Have taken scouting classes from School (Maitri School) for 1 year
 - Font Desk officer (Hotel Rajpur Heights (Dehradun-Indian))
- Interests and activities** Photography, Filmmaking, Travelling, Computing, Cycling, Spiritual Talks, Friendship and Volunteering
- Driving licence** ▪ K (Scoter & Mopped)