



Bhawani Bikram Nemwang

Uae ,sharja
0529909468 | nemwangbhawani@gmail.com

f Navin subba

Objective

To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

Experience

- **Khalid cement industry qatar** 2015 - 2018
Timekeeper
 - Complete time sheets showing employees' arrival and departure times.
 - Post relevant work hours to client files to bill clients properly.
 - Review time sheets and other information to detect and reconcile payroll discrepancies.
 - Process paperwork for new employees and send to corporate office

Education

- **Jana jagriti higher secondary** 2008
Hotel management
12

Skills

- Time management skills. Attention to detail. Communication skills. Interpersonal skills. Flexibility. Customer service. Housekeeping hard skills. reading writing file recording

Interests

- Playing game, swimming, singing

Languages

- Hindi ,nepali,english ,little arabic

Personal Details

- Date of Birth : 19/07/1987
- Marital Status : married
- Nationality : Nepali