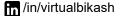
BIKASH ADHIKARI

A Finance & Accounting Professional | Skilled in Web Technologies

virtual.bikash@gmail.com | bikashadhikari.com | (+977 9701116565)



Gorkha Nepal

(7)/Bikash-Adhikari

PROFESSIONAL SUMMARY

Versatile and results-driven professional with over 7 years of experience in accounting, administration, and teaching, combined with a strong foundation in web development and automation tools. Skilled in NRB reporting, internal audits, and HR systems, with additional expertise in HTML, CSS, JavaScript, Python, and WordPress. Familiar with modern tech stacks including Node.js, Express.js, React.js, and MongoDB using GitHub for version control and advanced MS Excel for data analysis and reporting.

SKILLS

Professional Skills: Accounting, Financial Reporting, Teaching

Productivity Tools: Microsoft Office 365, Notion, eraser

Web Development: WordPress, HTML, CSS, Python, JavaScript, MongoDB, Express, React, Node.js

Graphic Design: Adobe Photoshop, Adobe Illustrator, Canva

Version Control: Git, GitHub

Soft Skills: Communication, Teamwork, Critical Thinking

Languages: Nepali, English, Hindi

PROFESSIONAL EXPERIENCE

Freelancing | Upwork/Freelance

Jul 16, 2024 – Till Now

• Designing and developing responsive websites using WordPress, HTML, CSS, and JavaScript.

Manager | Bullish Food Pvt. Ltd, Kathmandu Nepal

Dec 16, 2021 - Jul 2024

- Oversee daily operations to ensure efficiency.
- · Recruit, train, and supervise staff.
- Monitor stock levels and order supplies.
- Maintain company records and documentation.
- Oversaw day-to-day accounting operations and maintained comprehensive financial records.
- Contribute to business planning and growth strategies.

Operation/AC/HR | Sindhu Bikas Bank Ltd. Banepa Kavre Nepal

April 2019 - Dec15, 2021

- Handles financial reporting, audit coordination, and compliance monitoring.
- Manages accounting entries, documentation, and operational task execution.
- Manages HR operations including recruitment, records, benefits, and legal compliance.
- Ensures policy implementation, staff coordination, and support to management directives.

Loan Officer | Janasamarpan Saving & Credit Co-operative Ltd. Kathmandu Nepal

Sep 2017 - Dec 2018

- Assessed client needs and financial status to recommend appropriate loan products.
- Handled complete loan process including documentation, CIB checks, disbursement, and repayment supervision.

Teacher (Part-time) | Pinnacle College, Lalitpur Nepal

Jul 2016 - Mar 2019

- Taught accounting, finance, and management to undergraduate students.
- Organized internal assessments and supervised exam result publication.

Teacher (Full-time) | Columbus International School, Maligaun Kathmandu

Aug, 2013 - April, 2017

- Conducted classroom and extra tuition sessions for grades 8-10.
- Administered exams and provided academic feedback to students and parents.

PROJECTS

MERN APP: Book Store

- Responsive MERN Book Store App with User Authentication

- Responsive and Dynamic Web Development for Monarch Consulting Group (Nepal)

Portfolio Website

- Developed a personal portfolio website using HTML, CSS, and JavaScript

Todo App ☐

- Created a CRUD-based Todo app using JavaScript with local storage integration.

Expense Tracker [7]

- Developed a web app for tracking expenses with HTML, CSS, JavaScript, and local storage.

- Developed a CRUD application to manage user information with JavaScript and local storage.

EDUCATION

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Master of Business Studies Shankar Dev Campus (Tribhuvan University) – Kathmandu, Nepal - Relevant coursework: Accounting, Finance, Statistical Methods	67.70% Jan 2019
Bachelor of Business Studies Drabya Shah Multiple Campus (Tribhuvan University) – Gorkha, Nepal - Relevant coursework: Accounting, Finance, Taxation	53.21% Dec 2012
Intermediate (+2) Drabya Shah Multiple Campus (HSEB) – Gorkha, Nepal - Relevant coursework: Accounting	53.21% Nov 2009

CERTIFICATIONS AND LICENSES

CERTIFICATIONS AND LICENSES	
Complete Web Development Course (MERN) (79.5 Hours) ☐ Udemy	May 2025
Programming With Python (6 Months) LinkedIn Learning/OpenEDG Python Institute	Feb 2025
Practical GitHub Project Management and Collaboration (2 Months)	Feb 2025
NRB Reporting of Bank and Financial Institutions (3 Days) 🖸 Nepal Rastra Bank Ltd., Nepal	Jul 2021
Excel Macros for Automation (6 Days) [] Growth Leadership Academy, Nepal	Nov 2020
Nepal Financial Reporting Standard (NFRS - 2 Days) 🖸 National Banking Institute Ltd., Nepal	Feb 2020
Strategic HR Management Training (3 Days) [2] HR Training Center Pulchowk Lalitpur	Aug 2019
Driving License (Category A & B) Government of Nepal (DOTM)	Mar 2018

ACHIEVEMENTS AND HOBBIES

Promoted to Supervisor Level | Sindhu Bikas Bank Ltd. Banepa Kavre Nepal Dec 16, 2020

Learning programming languages, Watching Sci-Fic Movies

REFERENCES

REFERANCE 1

Name Joginder Goet

Institution Shankar Dev Campus, /Apex College Kathmandu, Nepal

Designation Lecturer

Contact 9841558934 | joginder.goet@sdc.tu.edu.np

REFERANCE 2

Name Pramod Neupane

Institution Sindhu Bikash Bank Itd., Banepa Kavre, Nepal

Designation Asst. Chief Executive Officer

Contact 9851116431 | pramod.neupane@sindhubank.com.np