



## Manila Bhandari

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**Date of birth**: 25/04/1997 **Nationality**: Nepalese

### WORK EXPERIENCE

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[ 03/09/2021 – Current ]

#### ICT project manager / Team Leader

##### *YAJ Tech Private Limited*

**Address**: Durbarmarg, Landmark Apt, 2nd Floor, 44107, Kathmandu, Nepal

##### - Project Planning and Management

Developing project plans, timelines, and budgets, and ensuring that projects are completed within scope, on time, and within budget

##### - Team Leadership and Coordination

Leading and managing a team of software developers, ensuring they have the resources and support needed to deliver projects effectively.

##### - Stakeholder Communication

Acting as the main point of contact for stakeholders, including clients, senior management, and other departments within the organization.

##### - Risk Management

Identifying potential risks and issues that may impact project delivery and developing mitigation strategies to address them.

##### - Quality Assurance

Ensuring that software development processes adhere to industry best practices and quality standards.

##### - Resource Management

Managing resources, including budget, personnel, and equipment, to ensure that projects are adequately resourced and that team members have the tools and support they need to succeed.

##### - Technical Guidance and Support

Providing technical guidance and support to team members, including mentoring junior developers, resolving technical issues, and making decisions about technology stack and architecture.

##### - Documentation and Reporting

Maintaining accurate project documentation, including requirements, specifications, and progress reports, to ensure transparency and accountability throughout the project lifecycle.

##### - Client Satisfaction

Ensuring that deliverables meet client expectations and that client feedback is incorporated into project planning and execution.

### EDUCATION AND TRAINING

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[ 01/03/2020 – 30/05/2023 ]

#### Master of Science in Electrical Engineering

**Pokhara University** [www.pu.edu.np](http://www.pu.edu.np)

**Address:** Lekhnath - 30, Pokhara, 33700, Pokhara, Nepal |

[ 01/09/2014 – 30/09/2018 ]

**Bachelor of Electrical and Electronics Engineering**

**Pokhara University** [www.pu.edu.np](http://www.pu.edu.np)

**City:** Pokhara | **Country:** Nepal |

## LANGUAGE SKILLS

**Mother tongue(s):** Nepalese

**Other language(s):**

**English**

**LISTENING C1 READING C1 WRITING C1**

**SPOKEN PRODUCTION C1 SPOKEN INTERACTION C1**

**Portuguese**






**LISTENING A1 READING A1 WRITING A1**

**SPOKEN PRODUCTION A1 SPOKEN INTERACTION A1**

*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

## DIGITAL SKILLS

### Digital Skills - Test Results

	Information and data literacy	<b>ADVANCED</b>	Level 6 / 6
	Communication and collaboration	<b>ADVANCED</b>	Level 6 / 6
	Digital content creation	<b>ADVANCED</b>	Level 6 / 6
	Safety	<b>ADVANCED</b>	Level 6 / 6
	Problem solving	<b>ADVANCED</b>	Level 6 / 6

Results from [self-assessment](#) based on [The Digital Competence Framework 2.1](#)