

APPLICATION FORM

DESIRED POST: RECEPTIONIST



DATE APPLIED	29/09/2024		APPLICATION NO.	JO-631					
SURNAME : PATHAK		GIVEN NAME : YASHUDA		MIDDLE NAME :					
DATE OF BIRTH	25/07/1992		PLACE OF BIRTH	NUWAKOT					
NATIONALITY	NEPALESE	SEX	FEMALE	RELIGION	HINDU		AGE	32YEARS	
HEIGHT	152CM	WEIGHT	50KG	NO. OF CHILDREN	-	THEIR AGES	-		
FAMILY STATUS									
SINGLE	✓	SINGLE PARENT	-	MARRIED	-	SEPARATED	-	WIDOW	-
NO. OF BROTHERS	2	THEIR AGES	34/37		NO. OF SISTERS	2	THEIR AGES	28/30 YEARS	
ACADEMIC QUALIFICATIONS									
COURSE(s) COMPLETED	NAME OF SCHOOL					YEAR			
						FROM	TO		
ELEMENTARY	SRIJANA ENGLISH BOARDING SCHOOL					2000	2010		
HIGH SCHOOL	PASANG LHAMU SHERPA MEMORIAL COLLEGE					2010	2012		
COLLEGE/COURSE UNIVERCITY/COURSE	BACHELOR IN HOTEL MANAGEMENT					2017	2021		
VOCATIONAL									
OTHERS									
WORK EXPERIENCE									
(List of all working experience starting from the most recent)									
FROM	TO	(1) NAME OF COMPANY/EMPLOYER/ COUNTRY			POSITION	DUTIES&RESPONSIBILITIES			
2013	2016	SRIJANA GYANSAGAR SECONDARY SCHOOL(NEPAL)			FRONT DESK OFFICER	Greet and welcome visitors as soon as they arrive at the office			
02/11/23	TILL DATE	HOTEL HIRANYA (NEPAL)			FRONT DESK OFFICER	Direct visitors to the appropriate person or department.			
05/06/23	06/10/23	ATLANTICA MARI VILLAGE RESORT (CYPRUS)			INTERN	Answer, screen, and forward incoming phone calls.			
						Provide basic and accurate information to visitors or callers.			
HOBBIES									
TRAVELLING NEW PLACES, LISTENING MUSIC, LEARNING NEW THINGS									