

PRABESH RUPAKHETY

IT Officer

A hardworking individual with years of combined experience and leadership in Technology. Support, IT Leadership and IT Service Management. Provide professional development to the colleagues in technology integration unit planning and instruction. Integrated the technology in the company.



 Gajuri-5, Dhading, Nepal

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EXPERTISE

- Creative Design
- Strong Decision Maker
- Complex Problem Solver
- Innovative
- Service-Focused
- Project Management

HOBBIES

- Reading
- Photography
- Playing Video game
- Cooking

WORK EXPERIENCE

IT OFFICER

December, 2016 -July, 2023

Bramhayani Hydropower Company Pvt. Ltd., Buddhanagar , Kathmandu

- Installation, configuration and troubleshooting of operating systems (WinXP/Vista/win7, Win8, Win10).
- Configuring and troubleshooting of mail clients (MS Outlook)
- Configuration and troubleshooting of CCTV.
- Managing & troubleshooting local Printer & network printer.
- Installation, Configuration, administration and troubleshooting of Servers, Workstation,

IT OFFICER

December, 2016 -July, 2023

Nepal Health care Co-operative Ltd., Swoyambhu , Kathmandu

- Documentation of all the work done using Visio, Excel and M.S word.
- Used critical thinking to break down problems, evaluate solutions and make decisions.
- Monitored company inventory to keep share member levels and databases updated.
- Actively listened to member's requests, confirming full understanding before addressing concerns.
- Improved operations through consistent hard work and dedication.
- Installation, configuration and troubleshooting of operating systems (WinXP/Vista/win7, Win8, Win10).
- Configuring and troubleshooting of mail clients (MS Outlook)

INTERNSHIP

April, 2016 -October, 2016

Top Nepal IT Solution Pvt., Baluwatar, Kathmandu

- Worked in various areas of web designing focusing on HTML, CSS and Java Script.

IT SUPPORT TECHNICIAN

September, 2015 -September, 2016

Durga Trade Link, Balaju, Kathmandu

- Designs, implementation and maintenance of LAN/VLANS
- Installation, Configuration, administration and troubleshooting of Servers, Workstation,
- windows Operating system.
- Implementing, updating and supporting network infrastructure including deferent routers, switches & modem.
- Managing & troubleshooting local Printer & network printer.
- Supporting day-to-day network operations.
- Installation, Configuration and troubleshooting of CCTV.
- Teamviewer, Thin Client workstation (Making, handle) Server Client (Making, handle)

IT HEAD

April, 2010 -August, 2015

Dol Bhanjyang Higher Secondary School, Gajuri , Dhading

- Planning and managing Local Area Networking.
- Installation and configuration of DNS, DHCP Services.
- Backup and Restore System state Data.
- Installation, configuration and troubleshooting of operating systems (WinXP/Vista/win7, Win8, Win10)
- Configuring and troubleshooting of mail clients (MS Outlook.
- Installation, Configuration of Network Printer & Local Printers.
- Installing internet data cards and configuring Wi-Fi network on the laptops.

ACADEMY

BACHELOR OF SCIENCE (BSC PHYSICS)

Tri-Chandra Multiple Campus, Ghantaghar, Kathmandu

10+2 SCIENCE

Viswa Niketan Secondary School, Tripureswor, Kathmandu

PROJECTS

Design/Developed Website.

<https://nehconepal.org.np/>

<https://unnatshilmultipurpose.com/>

<https://healthresearchinitiative.org.np>

School Management System

Based on C & C++

ACHIEVEMENTS

- ❖ **Diploma in Network & ISP Engineering**
NETWORK WORLD PVT. LTD.
- ❖ **Cisco certified network professional (CCNP)**
NETWORK WORLD PVT. LTD.
- ❖ **Cisco Certified Network Associate (CCNA)**
NETWORK WORLD PVT. LTD.
- ❖ **Laptop Computer Chip level : (Hardware & Software)**
ALLIANCE PVT. LTD.
- ❖ **Certificate of Proficiency in information system management (CPISM)**
APTECH COMPUTER PVT.LTD
- ❖ **Web Designer**
APTECH COMPUTER PVT.LTD
- ❖ **Basic Hardware & Networking**
SEWA COMPUTER
- ❖ **Graphics Designer**
PREMIMUM ACADEMY
- ❖ **Microsoft Office Package**
SEAGATE COLLEGE
- ❖ **Professional Video Editing. (Adobe Premier Pro)**
LEARN INFINITY. CO

LANGUAGES

- Nepali - C1
- English - B1
- Hindi - A2

REFERENCES

Shiva Adhikari

Bramhayani Hydropower Company Pvt. Ltd., Kathmandu
General Manager
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Gyanendra Prasad Pande

Nepal Health Care Co-operative Ltd., Swoyambhu
Administrator
Contact: +977- 01-5247381
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Bhuwan Thapa Magar

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