

SHIVA SHANKAR SHRESTHA

Date of Birth: 18/11/2002 | **Nationality:** Nepalese
Phone: (+977) 9866456692 | **Email:** shivahalsey@gmail.com
Website: <https://www.shivashankarshrestha.com.np/>
Address: Tower Marga Street 18, 33700, Pokhara, Nepal

PROFESSIONAL SUMMARY

Dynamic and results-driven professional with a proven ability to develop and deliver effective communication strategies, training programs, and visual content. Proficient in translating technical concepts into accessible materials for diverse audiences. Strong background in digital design, content creation, and community engagement with demonstrated expertise in UI/UX design, multimedia production, and project coordination.

CORE COMPETENCIES

Communication & Training Skills

- Training program development and facilitation
- Presentation and public speaking
- Written and verbal communication (English B2, Nepali - Native)
- Stakeholder engagement and relationship building
- Documentation and technical writing
- Nepali-English translation capabilities

Design & Visual Communication

- UI/UX design and prototyping
- Graphic design and multimedia content creation
- Adobe Creative Suite (Photoshop, Illustrator, XD)
- Figma and Adobe XD
- Video and photo editing
- Brand communication and visual storytelling

Technical & Organizational Skills

- Microsoft Office Suite (PowerPoint, Word, Excel)
- Content management and social media platforms

- Project coordination and task management
 - Network administration and technical documentation
 - Linux Server administration
 - Database management (SQL, MS-SQL)
-

PROFESSIONAL EXPERIENCE

Graphic Designer | Ananta Offset Press | 10/2024-10/2025 | Pokhara

- Designed and produced high-quality graphic materials including brochures, posters, and promotional content for diverse clients
- Collaborated with cross-functional teams to translate client requirements into visually compelling designs
- Managed design projects from concept to final delivery, ensuring brand consistency and client satisfaction
- Conducted training sessions on design software and tools for team members
- Prepared visual presentations and communication materials for client meetings and events

Wireless Network Design Specialist | Pokhara Internet | 08/2024 - 10/2024 | Pokhara

- Performed router setups and network configurations, including mesh network implementations at commercial establishments (Bashundhara Hotel, Lakeside)
 - Documented technical processes and created instructional materials for team training
 - Executed RJ45 clamping and hardware installations with precision and attention to detail
 - Conducted fieldwork and prepared technical reports on network implementations
 - Coordinated with clients and colleagues to ensure effective communication of technical specifications
-

EDUCATION & TRAINING

Bachelor of Science in Information Technology

Infomax College of IT and Management | 11/2022 - Current | Pokhara, Nepal

Key Coursework & Learning:

- Object-Oriented Programming and System Design
- Network Administration and IT Infrastructure

- UI/UX Design Principles
- Database Design and Management
- Project Management and Team Collaboration

LANGUAGE PROFICIENCY

Language	Listening	Reading	Writing	Speaking	Interaction
Nepali	Native	Native	Native	Native	Native
English	B1	B2	B2	B2	B2

KEY PROJECTS & ACHIEVEMENTS

Task Management App: UI/UX Design Prototype | 09/2024 - 11/2024

- Designed user-friendly interface for smartphone application targeting student users
- Created comprehensive wireframes and prototypes using Figma
- Developed intuitive navigation and visual design enhancing user experience
- Integrated reminder system features and task management functionalities
- Presented design rationale and user experience improvements to stakeholders

Religious Tourism Webpage Development | 2024

- Developed responsive website using HTML, CSS, and JavaScript
- Created visually engaging interface applying UI/UX design principles
- Implemented user-centered design approach for target audience engagement
- Documented development process and technical specifications

Network Administration Project | 2024

- Designed and configured comprehensive TCP/IP network with multiple services
- Implemented DNS, DHCP, Web Server, and SSL/TLS encryption on Ubuntu Server and Rocky Linux
- Created technical documentation and system configuration guides
- Completed security and functionality testing with successful results

Food Delivery System Development | 2024

- Developed object-oriented system using Java
 - Documented system design and implementation methodology
 - Presented technical solution demonstrating software architecture principles
-

SKILLS OVERVIEW

Design Tools & Software

- Adobe Photoshop | Adobe Illustrator | Adobe XD | Figma | Microsoft PowerPoint

Programming & Technical

- HTML/CSS/JavaScript | Java | C Programming | Python (Basic) | SQL/MS-SQL

Networking & Systems

- Cisco Packet Tracer | Linux Server Administration | Network Configuration | Router Setup

Business & Productivity

- Microsoft Office Suite | Project Management | Content Creation | Data Analysis
-

CERTIFICATIONS & ACHIEVEMENTS

- UI/UX Design Certification (through academic projects)
 - Network Administration Training Certificate
 - Proficiency in Adobe Creative Suite and Design Tools
 -
-

ADDITIONAL INFORMATION

- **Technical Aptitude:** Quick learner with strong problem-solving abilities; comfortable with new software and platforms
- **Team Collaboration:** Proven ability to work effectively in team environments on complex projects
- **Community Engagement:** Experience conducting training and workshops for colleagues and team members
- **Digital Literacy:** Proficient in content management systems, social media platforms, and digital communication tools
- **Cultural Sensitivity:** Strong understanding of Nepali cultural context with ability to communicate effectively with diverse audiences

References and Portfolio available upon request