



Subash Rai

Business Entrepreneurship & Accountancy Teacher

My Contact

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☎ 17978125

📍 Olathang, Paro

Hard Skill

- Teaching Business & Accountancy
- Preparing Business Plan
- Computer Accounting
- Financial accounting
- Business idea generation
- Marketing

Soft Skill

- Observation
- Decision making
- Communication
- Multi-tasking
- Negotiating

Education Background

- University of Canberra
Masters in Business Administration
Completed in 2022
- Samtse College of Education
*Certificate in Post graduate
Diploma in Education*
Completed in 2020
- University of North Bengal, India
Bachelor of Commerce
Completed in 2007

Language Spoken

English, Dzongkha and Lhotsham

About Me

Dedicated and hardworking with 10 years of work experience of teaching higher secondary school students. Equipped with the 21st century transformative pedagogy teaching skills, trained in entrepreneurship development program and computer accounting. Interested in teaching and learning and achieving the set target with an effective planning.

Professional Experience

Yoezerling Higher Secondary School | Business Entrepreneurship and Accountancy Teacher

2022 – Present

Key responsibilities:

- Prepare annual academic plan
- Do the result analysis
- Carry out various assessments with constructive feedbacks
- Conduct departmental meetings
- Mentoring members of the department
- Organize club activities

Uma Resort, 5 Star hotel | Accounts Receivable

2011 – 2012

Key responsibilities:

- Maintain and update accounts receivable balances
- Follow up with both internal and external travel agents for the payments

Peljorkhang Pvt. Ltd | Sales Executive

2009 – 2010

Key responsibilities:

- Preparing tender documents
- Corresponding with the suppliers
- Presenting sales reports to the management

Achievements

2013 – 2022 Reduced the annual PCNA candidates by 20% in Business & Entrepreneurs and Accountancy

2011 – 2012 Drastically reduced the past Accounts Receivables balances