



# KAVINDU DILMIN

Logistics and Supply Chain Professional | Operations and Training Coordinator

## PROFESSIONAL SUMMARY

Dedicated and disciplined Logistics and Supply Chain professional with hands-on experience supporting logistics operations within military and academic environments. Demonstrates strong capabilities in inventory control, supply chain coordination, operational efficiency, and team collaboration. Recognized for reliability, physical discipline, and structured work ethics developed through logistics service and professional martial arts training. Capable of working in fast-paced operational settings while maintaining accuracy, safety, and compliance with organizational procedures. Seeking opportunities in logistics, operations, warehousing, supply chain, or technical support roles locally or internationally.

## PROFESSIONAL EXPERIENCE

### Logistics Assistant - Catering Supply Division

General Sir John Kotelawala Defence University (KDU), Ratmalana, Sri Lanka  
3 Years | Successfully Completed

- Supported logistics and supply chain operations within the Catering Supply Branch, ensuring efficient distribution of materials and operational readiness.

### Logistics Operations Assistant

Sri Lanka Air Force Logistics Branch, Sri Lanka  
5 Years | Successfully Completed

- Performed operational logistics duties within a structured military environment, supporting supply chain efficiency and inventory accuracy.

### Karate Instructor

Sri Lanka School of Karate Instructions, Sri Lanka  
2 Years | Successfully Completed

- Delivered structured training sessions and supervised student development in martial arts programs.

## Key Responsibilities Across Logistics and Operations Roles

- Coordinated logistics operations to ensure efficient supply chain and material distribution
- Maintained accurate inventory records and conducted routine stock audits
- Supported procurement, storage, and distribution of supplies and equipment
- Ensured timely delivery of operational materials and resources
- Collaborated with teams to improve logistics workflows and operational efficiency
- Maintained compliance with safety, quality, and operational standards
- Handled equipment and material management within controlled environments
- Supported administrative and operational functions within institutional settings

## CONTACT DETAILS

### Contact Number

+94 76 111 3211

### Email

kavindudilmin97@gmail.com

### Address

No. 315 / E / 274, Uyanwatta,  
Raigama, Bandaragama, Sri Lanka

## PERSONAL DETAILS

- Date of Birth:** 07 September 2000
- Nationality:** Sri Lankan
- Gender:** Male
- Marital Status:** Unmarried
- Languages:** Sinhala | English
- Passport:** Available  
Valid until 26 January 2033
- NIC:** 200025100230

## CORE SKILLS

- Logistics and Supply Chain Coordination
- Inventory Control and Stock Management
- Warehouse Operations and Distribution
- Supply Planning and Material Handling
- Operational Efficiency and Workflow Support
- Equipment and Asset Management
- Teamwork and Task Coordination
- Safety Compliance and Risk Awareness
- Physical Fitness and Discipline Management
- Time Management and Reliability

EDUCATIONAL  
QUALIFICATIONS

General Certificate of Education -  
Advanced Level Examination,  
Sri Lanka

Kothalawalapura Maha Vidyalaya -  
KMV National School, Sri Lanka  
2019 | Successfully Completed

General Certificate of Education -  
Ordinary Level Examination,  
Sri Lanka

Weera Puran Appu Vidyalaya,  
Sri Lanka  
2016 | Successfully Completed

ADDITIONAL STRENGTHS

- Strong discipline and teamwork developed through military and sports environments
- Ability to work under pressure in structured operational settings
- High level of physical fitness and task endurance
- Reliable, punctual, and safety-focused work approach
- Quick learner with strong adaptability to new systems and procedures

REFERENCES

• AYESHA SENANAYAKE

Manager - Client Relations  
Inventures Asia (Pvt) Ltd. Sri Lanka

Contact Number: +94 76 587 5560

• SHALINI FERNANDO

Senior Banking Assistant  
Nations Trust Bank PLC, Sri Lanka

Contact Number: +94 77 813 0967 —

PROFESSIONAL QUALIFICATIONS

Logistics and Supply Chain Management

OTHM Level 7 Post Graduate Diploma in Logistics and Supply Chain Management

European Nations Campus (ENC), Sri Lanka  
April 2023 - April 2024 | Successfully Completed

Level 5 Extended Diploma in Logistics and Supply Chain Management

Spinnaker International Campus, Sri Lanka  
2023 - 2024 | Successfully Completed

Logistics, Safety, and Operations Training

Logistics Assistant Basic Trade Training Course

Sri Lanka Air Force Trade Training School, Ekala, Sri Lanka  
August 2020 - July 2021 | Successfully Completed

Certified in Arms and Ammunition Handling

Sri Lanka Air Force, Sri Lanka  
Successfully Completed

First Aid and Emergency Management Training Course

Oxford Lanka Campus, Sri Lanka  
September 2022 | Successfully Completed

Sports and Physical Training

Certificate for Physical Fitness Trainer - Level I (Merit Pass)

South Asian Academy of Sports Science, Sri Lanka  
March 2022 - September 2022 | Successfully Completed

Fundamental Management Course

Sri Lanka Karate-Do Federation, Sri Lanka  
June 2018 | Successfully Completed

ACHIEVEMENTS

Member of the Sri Lanka National Karate Team (2017 - 2019)

2nd Dan Black Belt Diploma

U.S.A. Chiro Kan Bushi Shindo Karate-Do Association  
06 May 2022 | Successfully Completed

2nd Dan Black Belt Diploma

Sri Lanka Karate-Do Federation National, Sri Lanka  
16 June 2022 | Successfully Completed

1st Dan Black Belt Diploma

U.S.A. Chiro Kan Bushi Shindo Karate-Do Association  
04 April 2018 | Successfully Completed

1st Dan Black Belt Diploma

Sri Lanka Karate-Do Federation National, Sri Lanka  
22 December 2018 | Successfully Completed