



KAVINDYA DHANANJANI

CONTACT

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SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

LANGUAGES

- Proficiency in Reading
Listening Writing and
Speaking on Sinhala
- Proficiency in Reading
Listening Writing and
Speaking on English

HOBBIES

- Reading Books
- Listening Music
- Engaging in sports

Motivated and detail-oriented graduate of BBA (Hons) in International Business. Possess strong communication, coordination, organizational, documentation, and problem-solving skills. Seeking to build a successful career while continuously developing professional knowledge and contributing to organizational growth. My long-term career goal is to progress into a management and leadership role.

PROFESSIONAL QUALIFICATIONS

- Senior Relationship Executive at Union Assurance PLC (May 2026 - Present)
- 6 months Internship at NATURUB Exports International (Pvt) Ltd.
 - 4 months training at Human Resource Department.
 - 2 months training at procurement Department.

EDUCATION

- BBA (special) International Business in Faculty of management and Finance , University Of Colombo (Second Class - Upper division)
- Completed Chartered Accountancy Business Level
- Reading for Chartered Accountancy Corporate Level
- Advanced Level 2'As 1'B passes in Commerce stream (2020)
- Ordinary Level 9'As (2017)
- Ordinary Level A pass in Tamil (2017)

EXTRA CURRICULAR ACTIVITIES

- Member of Leo club university of Colombo
- Active player at University of Colombo fresher's Tournament 2022 (Kabadi)
- win 2nd place in NSBM U sport tournament (Taekwondo-2023)
- win 3rd place in inter faculty tournament (Taekwondo-2023)
- Participate SLUG tournament (Taekwondo-2023)
- Participate SLUG tournament (Taekwondo-2024)
- Senior green belt holder at Sri Lanka Taekwondo Federation.
- Active player at University of Colombo Taekwondo team
- Acting as secretary of community development project in 1st year.
- Actively Participate in Enterprise Base Project in 3rd year.

REFERENCE

D.L.P.Kaushalya
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