



KESHANI HANSHIKA KUMARI

"I have finished my studies and looking forward to work in a reputed company in Sri Lanka, where I can put forward my skills and talents for the betterment of the company. Furthermore, I am a hard-working person who can work in a challenging environment. I am looking forward an opportunity to join a company with you."

CONTACTS

- Pallebedda, Sri Lanka
- kumarihansikakeshani@gmail.com
- +94 71 399 8979
- +94 71 399 8979

PERSONAL DETAILS

Date of Birth : 07/03/1996
Gender : Female
Nationality : Sri Lankan
Marital Status : Unmarried
Passport No : N9059852

SOFT SKILLS

- Time Management
- Problem Solving
- Communication
- Hard Working
- Positive Attitude

LANGUAGES

Sinhala - Fluently
English - Intermediate
Tamil - Intermediate

WORK EXPERIENCE

Assistant Manager

Entire Building Solution (Pvt) Ltd, Sri Lanka | 02 Years

- Supervising daily operations to ensure efficiency, productivity, and organizational success.
- Assisting in staff training, performance evaluations, and employee development programs.
- Overseeing inventory management, procurement, and supply chain coordination processes.

PROFESSIONAL QUALIFICATION

Bachelor of Business Administration (Hon)

City University, Malaysia

Diploma in Food Science and Technology - NVQ Level 5

Aquinas College, Sri Lanka

Diploma in caregiving

Uk Hub Campus

Diploma in Food Business and Marketing

Wayamba University of Sri Lanka

Basic Level Certificate Course in Care Giver

The Buisness School Holding (Pvt) Ltd.

Certificate Course in Computer Fundamentals & PC Application

Computer Resource Center Godakawela.

Basic Certificate of Barista

Colombo Bartender & Barista School

EDUCATION

General Certificate of Education

Advanced Level Examination | 2016

General Certificate of Education

Ordinary Level Examination | 2012



ACHIEVEMENTS

- Second place in Sinhala Day competition conducted in Embilipitiya zone.
- Continuously achieved fourth place in the years 2010/2011 Maths Day Competition conducted in Embilipitiya Zone.
- First place in All Island Dancing Competition in the year 2010.
- Champion in Under 17 running events.
- First place in Dhamma School Competition among Dhamma Schools in Rakwana & region.

EXTRA - CURRICULAR ACTIVITIES

- Prefect in school from 2009 to 2012.
- Member of the school eastern band.
- Engaged in sports activities: Running, Kabadi, Netball, Volleyball, Elle, Jumping, and Cricket.

REFERENCES

- **Mr. A.P. Gamini Rajarathe**
Senior Engineering Consultant
Vonlan Constructions (Pvt) Ltd
No 45/B, Ambatale, Mulleriyawa New Town
Mobile: +94 71 254 4047
- **Ven Amitha Nanda Thero**
Teacher in R /EMB / Pallebadda National School
Sri Bogoda Ancient Temple
Werahera, Godakawela
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