

K.M.Sandun Ranawansa

Address :

No 76,13 Lane,

Pilaminawatta,

Dodamgoda, Kalutara South.

Mobile :

071-4005530

E mail :

Kmsranawansa1@gmail.com

Career objectives:

I would like a challenging position at your esteemed establishment, where my skills will greatly enhance the company's success and my own personal growth. My aspiration is to become an outstanding person in the field of Logistics & Supply Chain Management while obtain a challenging and a rewarding position and enabling to add value to the organization.

Personal profile:

I am self-motivated, goal directed, analytical person with good team playing skills. I possess good leadership skills and have led teams to success under challenging environments.

Personal Details:

Name in Full	: Kalupahana Methrige Sandun Ranawansa
Civil Status	: Married
Gender	: Male
Date of Birth	: 16.07.1994
Age	: 32 years
NIC number	: 199419801259
District	: Kalutara.

Professional Qualifications:

- I completed CMA Operation Level (Part Qualified) at Certified Management Accounts of Sri Lanka November, 2015.
 - I Completed ISMM Certificated in Stores Management January 2020.
- I Completed Diploma in Logistics & Supply Chain management Winfield School Of Business is affiliated with OTHAM/QUALIFI (UK) and UCAM (Spain).

Working Experience:

- Worked as Accounts Assistance in ASB Group of Companies (From 2016 March - 2019 November)
 - Accounting System My Pos ERP System.
 - System Updating Of Sales Department
 - Preparing Daily Stock Report.
 - Handling Stores Petty Cash.
 - Monitor Stock and Inventory.

- Working as Warehouse Supervisor Rich Life Dairies (From 2019 November – 2021 December)
 - Preparation of accurate reports on day to day warehouse transactions.
 - Implementation of cost effective initiatives to ensure warehouse operation.
 - Conducting Physical stocks counts on a daily basis to verify System data with actual data.
 - Ensure zero damages to stored product inside warehouse.
 - Maintain FIFO system & zero expiry of products inside warehouse.
 - Monitor loading and unloading process and prepare management reports.
 - Ensure Health & Safety of employees and accident free work environment.

- Working as Junior Warehouse Executive Eco Spindles (2022 January to be)
 - Handling and preparing warehouse operation related reports.
 - Arrange the loading for all local & export customer based on the delivery plan.
 - Make sure the accuracy of data, uploading the data to the ERP and sharing it with relevant parties.
 - Align all allocated duties with given SOPs and maintain 5S at work place.
 - Ensure warehouse inventory management and maintenance of accurate records.
 - Coordinate with logistics department for inbound shipments, as per information plan the unloading and utilization of space.
 - Supervision of the store operation activities and store staff.
 - Prepared export packing List, invoice and intercompany transaction documents.
 - Monitor Re – Order level & Purchase order and ERP updated GRN.
 - Maintain Seven point for the export loading.
 - Issued to MRN/GRN/PO/INVOICE and updated to ERP.
 - Liaising with procurement for replenishment, Quality Assurance (QA) for incoming inspection, and production for demand planning.

Educational Qualifications:

Academic Qualification:

Higher Education:

- G.C.E. A/L Examination in 2013 (Index No:7688237)
 - Business Studies A
 - Accounting C
 - Economics C
- G.C.E. O/L Examination in 2010 (Index No:61042145)
 - Buddhism A
 - History A
 - Sinhala B
 - Mathematics C
 - Science C
 - Agri.Food.Tec. C
 - English S
 - Dra.THE.Sin S
 - Buss. & Acc. S

Skills and Competencies:

IT Skills:

- I completed three months MS Office Package successfully.
- General Knowledge in Computer Software & Hardware

Communication Skills:

- Capable of designing and delivering effective presentations
- Ability to communicate in Sinhala and English languages both in orally and written media.
- Team Player

Non-Related Referees:

- | | |
|----------------------------------|---|
| 1. Mr. Dhanushka Samaraweera | 2. Mr. Muditha Withanage |
| Manager Warehouse & Distribution | Head of Logistics, Warehouse & Distribution |
| Richlife Dairies LTD. | Asian Paints Causeway |
| 0703778206 | 0779374020 |

I hereby declared that the particulars furnished by me in the curriculum vitae are true and accurate to the best of my knowledge and belief.

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Date

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Signature.