

FATHIMA MIZNAH RUZAIN

Personal details

 FATHIMA MIZNAH RUZAIN

 ruzanruzain90@gmail.com

 +94762452115

 28 maha buthgamuwa angoda
10620 maha buthgamuwa

 February 17, 2006

 colombo

 Female

 srilankan

 Unmarried

Skills

Time Management	● ● ● ● ●
Problem Solving	● ● ● ● ●
Communication	● ● ● ● ●
Adaptability	● ● ● ● ●
Teamwork	● ● ● ● ●
Critical Thinking	● ● ● ● ●

Languages

English	● ● ● ● ●
Sinhala	● ● ● ● ●
Tamil	● ● ● ● ●

Profile

A highly motivated, responsible, and adaptable individual with strong work ethics and excellent interpersonal skills. Quick to learn and committed to delivering quality work with accuracy and care. Reliable, well-disciplined, and able to work effectively both independently and as part of a team, contributing positively to organizational goals and maintaining professional standards at all times.

Education

G.C.E. Ordinary Level (O/L) Jan 2012 - Jun 2023
[Clifton Balika Maha Vidyalaya, Colombo, 09](#)
Successfully completed with 9 subject passes, demonstrating a strong academic foundation and commitment to learning.

G.C.E. Advanced Level (A/L) Dec 2023 - Nov 2025
[Private Candidate](#)
Completed the G.C.E. Advanced Level in the Commerce stream, building a solid foundation in business studies, accounting, and economics. Successfully completed with good passes, reflecting analytical ability and academic discipline.

BA (Hons) in Global Business Management Mar 2026
(UK Degree - On going)
[York St. John University, Sri Lanka, Colombo](#)
Currently pursuing a BA (Hons) in Global Business Management at York St. John University, building strong competencies in leadership, strategic management, operational planning, and global business practices, enhancing analytical thinking, and understanding of global markets, and managerial decision-making.

AAT (Diploma in Business and Accounting) Jun 2023 - Jan 2025
[Colombo](#)
Successfully completed all three stages with good passes, gaining a strong and progressive understanding of business and accounting principles. The programme covered core areas including financial accounting, management accounting, business economics, organisational management, auditing fundamentals, taxation basics, and business communication.

IT Diploma (OTHM Qualification) Sep 2023 - Jun 2024
[ICBT Campus, Colombo, Bambalapitiya](#)
Successfully completed an OTHM-accredited IT Diploma covering Microsoft Office applications, Python programming fundamentals, graphic design, and web development. Developed strong digital literacy, basic programming skills, and practical experience.

References

Name	: Rashmi Vinodya
Position	: Senior Banking Associate
Bank	: NDB Bank PLC
Email	: rashvino2001@gmail.com
Number	: +94 76 928 6919

Name	: Chithari Gunasekara
Position	: Insurance Analyst - Ceylinco General Insurance Limited
Email	: Chithariama@gmail.com
Number	: +94 76 356 0110