JAYARUWAN MADUSANKA

CONTACT

- ✉ : jaymadusanka1@gmail.com
- ☎ : + 94 76 – 586 9982
- 🏠 : Sarasawi MW, Dalugama, Kelaniya
- 🌐 : jaymadusanka.github.io

SKILLS

- **Microsoft Office Suite:**
  Experienced in Word, Excel and PowerPoint for efficient document and data management.
- **Computer Literacy:**
  Proficient in using computers and various software applications.
- **Quick Learner:**
  Able to rapidly adapt to new tools, systems and processes.
- **Strong Work Ethic:**
  Committed to consistently delivering high-quality results with integrity and responsibility.
- **Efficiency in work:**
  Able to complete tasks effectively while maintaining quality.
- **Problem-Solving:**
  Strong ability to analyze challenges and find effective solutions.

LANGUAGES

- English: Fluent
- Sinhala: Native speaker

ABOUT ME

I am a dedicated and proactive individual eager to contribute positively and grow professionally. With hands-on experience and a strong willingness to learn, I adapt quickly to new environments and am committed to achieving excellence in any task assigned. I bring a diligent work ethic, proven problem-solving skills, and a passion for continuous development to every opportunity.

Date of Birth: 31-10-2003

EXPERIENCE

- **Customer Sales Associate   (Dec.2024 – Mar.2025)**

  ASB Fashion (Pvt.) Ltd.
  - ✓ Assisted customers with product selection, answered inquiries and ensured a high level of customer satisfaction.
  - ✓ Managed inventory levels and coordinated with the stock team for product replenishments.
  - ✓ Engaged in promotional activities and upselling strategies to increase sales.
  - ✓ Resolved customer complaints and provided personalized service to enhance loyalty.

EDUCATION

- **Bachelor of Science (Physical Science)   (2025)**

  University of Kelaniya – Sri Lanka
  Expected Graduation - 2028

- **G.C.E. Advanced Level Examination   (2023)**

  Subject Stream: Physical Science

Subject		Grade
Chemistry	-	B
Physics	-	C
Combined Mathematics	-	C

- **G.C.E. Ordinary Level Examination   (2019)**

Subject		Grade	Subject		Grade
Mathematics	-	A	I.C.T.	-	A
English	-	A	Religion	-	A
Business & Accounting	-	A	History	-	B
Language & Literature	-	A	Science	-	C
Drama & Theater	-	C			

- **Certificate in Front-End Web Development   (2024)**

  University of Moratuwa – Sri Lanka
  Key Skills: HTML, CSS, JavaScript