

### **CONTACT**

+94 76 606 7376

KaizarHnd@gmail.com

No. 45, Philip Street, Hambantota.

## **EDUCATION**

### **HND** in IT

SLIATE, 2023 - Present

#### A/L

Sir Razik Fareed National College

### O/L

Al-Akbar Muslim Vidyalaya

### **SKILLS**

- Cyber Security & Ethical Hacking
- Networking & Troubleshooting
- Software & Web Development
- Teamwork & Communication
- Time Management
- Microsoft Office

## **CERTIFICATIONS**

CEH v11 - Marstech

Web Dev - IVTC

Software Dev – IVTC

#### **LANGUAGES**

Tamil (Native)

Sinhala (Fluent)

English (Fluent)

### **PROFILE**

Detail-oriented and driven IT specialist with a strong background in network, ethical hacking, and software development. Seeking to utilize technical skills and passion for cyber security in an innovative environment.

## **PROFESSIONAL EXPERIENCE**

### IT Assistant / Intern - Sri Lanka Telecom PLC

2024 - Present

- Troubleshooting network and hardware/software issues
- Supporting telecom system installation and setup
- IT documentation and ticketing systems
- Collaborated on service delivery improvements

## Sales Officer - MAC Asia (Pvt) Ltd

2024 - 2025

- Managed customer data and sales records
- Handled stock tracking and order logistics
- Customer service and product delivery coordination

# Office Assistant - Lanka Mount Castle (Pvt) Ltd

2022 - 2024

- Managed daily office operations and inventory
- Coordinated schedules and logistics
- Handled internal communications and data

### **DECLARATION**

I hereby declare that the above facts are true and correct to the best of my knowledge.

Signature: Kaizar Kaleel