



Contact Me



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Delkada,Nugegoda.Sri Lanka.



No 63,Hulandawa south,
Monaragala.Sri Lanka.

Education

- Higher National Dip. In Information Technology
Hardy A.T.I Ampara,Sri lanka.
2020--Current
- Passed G.C.E. (Advance Level)
Examinations in the year
2019.
- Passed G.C.E (Ordinary Level)
Examinations in the year
2016.

Skills

- HTML



- CSS



- PHP



- JS



- Office Package



Liduli

MANEESHA

Web developer /IT Assistant

About Me

I am a higher diploma aspirant of the Hardy Advanced Technological Institute (SLIATE ATI Campus - Ampara) of Sri Lanka, in the department of Information Technology, and have good knowledge of the subject matter and its practical application. I also have ability to work closely with the public. I would also like to receive any training I need for my professional success. I also carry out the tasks and responsibilities assigned to me with my utmost commitment.

I like to gather experiences in Information Technology

work experience

State Pharmaceuticals Corporation of Sri Lanka

A Trainer 2023 – 2024

- Working with the IT department team.
- Create Web base application (use the SQL database)

COURSES AND TRAININGS

Certificate in Human Resource Management.

- The Open University of Sri Lanka.
- (2020-2021)

Certificate in Information Technology.

- The Open University of Sri Lanka.
- (2020-2021)

Certificate in Computer Applications Assistant.

- National Youth Service CO-OP Society. Sri lanka.
- (2019-2020)

Certificate in Microsoft Office.

- E-Nest Computer Education Center. Sri lanka
- (2015-2016)

REFERENCES

1.T.H. Dinusha Darshani

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2 .M.D.L.U .Kavishka

Junior Software Developer
(Active solutions)
Tel: +94704973144
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Liduli MANEESHA

HR ASSISTANT

ABOUT ME

I am a passionate and detail-oriented Human Resource Management graduate, equipped with a solid academic foundation in HR practices, employee engagement, and organizational development. Currently completing my HRM diploma, I am eager to apply my knowledge and skills to support organizational goals and foster a positive workplace culture. With a strong ability to learn quickly and adapt to new environments, I aim to contribute effectively as an HRM Assistant, assisting in recruitment, employee relations, and administrative tasks. I am driven to grow professionally while bringing value to my team and organization.

WORK EXPERIENCE

ACCOUNT ASSISTANT

Narah Stationers (2024 - Present)

- Prepared and issued invoices with precision, ensuring accurate billing and timely delivery.
- Generated financial and operational reports, contributing to informed decision-making processes.
- Assisted in HR-related tasks, including employee documentation, record-keeping, and onboarding support.
- Maintained organized filing systems for financial and HR data to ensure compliance and efficiency.

COURSES AND TRAININGS

- **Certificate in Human Resource Management.**
The Open University of Sri Lanka.
(2020-2021)
- **Certificate in Information Technology.**
The Open University of Sri Lanka.
(2020-2021)
- **Certificate in Microsoft Office.**
E-Nest Computer Education Center.
(2015-2016)
- **Certificate in Computer Applications Assistant.**
National Youth Service CO-OP Society. Sri Lanka.
(2019-2020)

REFERENCES

1 . W.A.B.P.Wickramarachchi

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2 .M.D.L.U .Kavishka

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EDUCATION

- Dip. In HRM (IMBS University)
2024 - Present
- HND In Information Technology,
Hardy A.T.I Ampara,Sri Lanka.
2020 - Present
- G.C.E. (Advance Level),
Art Streame
2019
- G.C.E (Ordinary Level)
2016

Skills

- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)
- Invoice creation and record-keeping.
- Report generation and data analysis
- Strong organizational and time management abilities
- Adaptability and eagerness to learn