



NIMASHA JAYAKODY

+94 710 547 510 | nimashajayakodyd@gmail.com |
3/3, Pathum Uyana, Aluthgama, Gampaha



PERSONAL DETAILS

- Full Name - Jayakody Arachchige Dilani Nimasha Jayakody
- Age - 24 years
- Date of Birth - 11/01/2001
- NIC No - 200151101912
- Marital Status - Single



WORK EXPERIENCE

● Ceylon Travel & Health Pvt. Ltd (Lankify) *Since 2025*

Key responsibilities:

- Managed and optimized social media platforms and content
- Coordinated with influencers external parties for promotions and collaborations
- Handled social media pages for multiple events under the agency
- Developed strategic partnerships to support business growth
- Analyzed performance metrics to improve campaign effectiveness

● ThriveHive I Designer and Event Management Intern *Since October 2021*

On request basis

Key responsibilities:

- Managing client proposals related to end-to-end products
- Visualization of customer necessity through graphical media
- Designing and finalizing graphical designs
- Administering event documentation
- Developing visual assets to support a marketing campaign
- Promoting events in digital market aspects

● Impress Events I Designer and Event Supporter *Since August 2022 - October 2022*

(Temporary Contract basis)

Key responsibilities:

- Preparing event logistics and marketing materials
- Evaluation of client appraisals and proposals
- Visualizing clients' ideas and managing their design expectations
- Organizing event documentation
- Managing event crew management under given timelines
- Conducting virtual business meetups with customers to maintain the customer relationships

● Sri Lanka Telecom Teleshop, Gampaha | Trainee *Since January 2021 - June 2021*

Key responsibilities:

- Managed documents, reports, and application checks
- Handled cashier duties and cash management
- Processed confidential customer information
- Resolved customer inquiries effectively
- Maintained strong customer relationships

SKILLS

- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking
- Digital Marketing

LANGUAGES

- English (Fluent)
- Sinhala (Fluent)
- Tamil (Basic)
- Chinese (Intermediate)



EDUCATION

- **BSc in Physical Science – Reading**

University of Kelaniya, Faculty of Science | Majoring in Computer Science, Statistics, and Pure Mathematics

- **Postgraduate Diploma in Marketing Management (PGDIPMM) – Reading**

Sri Lanka Institute of Marketing (SLIM)

Completed Modules: Principles of Marketing (POM), Influencing Consumer Behaviour (ICB), Digital Marketing Landscape (DML), Management and Communication for Business (MCB), Sales Operations Management (SOM), Managing Brands for Performance (MBP), Integrating Marketing Communication (IMC), Digital Marketing Management (DMM)

- **Diploma in English and Literature Aquinas College of Higher Studies -Final Level**

- **Chinese Language HSK 1 Qualified**

- **Diploma in ICT skills-Level 9 with a high Distinction I IDM Nations Campus**

- **G.C.E. A/L Examination**

Rathnavali Balika Vidyalaya - Gampaha | 2019 - Physical Science Stream | Combined Mathematics – B | Chemistry - B | Physics – C

- **G.C.E. O/L Examination**

2016 - 9 A's | 2017 (Index no: 70534772) - Tamil Language - A



VOLUNTARY EXPERIENCE

Leo Club - Lions International

- **District President 2025/26 (Elect)** - Leo District 306 D4- Sri Lanka and Maldives
- **District Vice President 2024/25** - Leo District 306 B2- Sri Lanka and Maldives
- **Club President 2023/24** - Leo Club of Gampaha Metro
- **Multiple Council Officer - 2022/23** - Leo Multiple District 306 -Marketing and Communication Team
- **Club Secretary - 2022/23** - Leo Club of Gampaha Metro
- **Chief Editor and Designer - 2022/23** - Voice of Leos -Official Newsletter of Leo Club of Gampaha Metro
- **Editor and Designer - 2021/22** - Voice of Leos -Official Newsletter of Leo Club of Gampaha Metro
- **District Council Administration Team Member I PR Team Member 2021/22** - Leo District 306B2

JCI - Junior Chamber International

- **Chapter President 2025 - JCI Gampaha**

Rotaract Clubs | Rotary International

- **Club Secretary - 2023/24 - Rotaract Club of Kadawatha**



ACHIEVEMENTS IN ORGANIZATIONS

Leo Club - Lions International - Major Achievements

- Winner - Leo of the Year 2024/25 - Leo District 306B2, Sri Lanka and Maldives
- Winner - Most Outstanding Club Secretary 2022/23 - Leo Multiple District 306, Sri Lanka and Maldives
- Winner - Most Outstanding Community-Based Omega Leo Club 2023/24 (Under the Club Presidency) - Leo District 306B2, Sri Lanka and Maldives
- Winner - Most Outstanding Multiple Council Team Member 2022/23 -Leo Multiple District 306, Sri Lanka and Maldives
- Winner - Most Outstanding Bulletin Editor 2022/23 - Leo Multiple District 306, Sri Lanka and Maldives
- 1st Runner-up - Most Outstanding Club President 2023/24 -Leo District 306B2, Sri Lanka and Maldives
- Presidential Excellence Award I Phenomenal Leadership Award I Shining Star Award -Leo District 306B2, Sri Lanka and Maldives



REFERENCES

- | | |
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| ● Malik Carder
Former Director General Securities and Exchange Commission of Sri Lanka I Former Senior Advisor Ministry Finance and Planning I Senior Legal Counsel at Corporate Legal Consultants
+94 71 472 5234 | ● Navod Kiriwaththuduwa
NPI Engineer, GPV Lanka (Pvt) Ltd Multiple District President, Leo Multiple District 306 Sri Lanka and Maldives
+94 77 172 3911 |
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I hereby certify that the above information is true and correct to the best of my knowledge.

Nimasha Jayakody (04/07/2025)