



## **PRAMITHA PANNIPITIYA**

**FINANCIAL AND BANKING EXECUTIVE**

**(CURRENTLY IN UAE ON VISIT VISA)**

**MOB. 056-8847275**

**E-MAIL: PRAMITHAPANNIPITIYA90@GMAIL.COM**

## **OBJECTIVE**

I am a Financial and Banking sector Hard working team player, willing to contribute my skills and abilities to the betterment of a suitable company while building up my carrier further in a new environment with my past 10 years of Knowledge & Experience in the Financial and Banking sector.

## **SKILLS & ABILITIES**

- Excellent explanation and marketing skills.
- Proficient with using Windows Laptops/Computers.
- Excellent in working with MS Office packages.
- Excellent Communication Skills in English.
- Meeting deadlines and submitting my work on time.
- Able to work well with multi-national team mates while respecting everyone's ideas and cultures.

## **EXPERIENCE**

**SAMPATH BANK PLC COLOMBO, SRI LANKA.**  
(FEBRUARY 2012 – DECEMBER 2021)



### **Junior Executive - Credit Portfolio Assistant**

#### **(Job Task)**

- Effectively reviewed Small & Medium client portfolios attached to the branch level and offered financial advice investments & savings.
- Reviewed & processed Credit & Loan requests from the customer base by complying with all applicable banking & investment laws, Policies & Procedures.
- Managing & assessing the Credit Risk of the existing clients & lowering the non performing advance base for the betterment of the bank.
- Built & deepen client relationships by recommending the best fit products & consistently helped for the net growth of Advances base of the bank.

### **Junior Executive - Customer Service Officer**

- Driven the existing customer base to the E-commerce manner such as Internet banking, E-wallets & reducing the basic cost products & enhancing the profit level of the bank.
- Resolved all the day to day customer inquiries & complaints in a courteous & timely manner.

**HONG-KONG & SHANGHAI BANKING CORPORATION –**  
**HDPL (SRI LANKA)** (JUNE 2010 – JANUARY 2012)

### **Customer Care Executive - Business Area - U.S.A.**

- Handled consistently high volume of incoming customer service calls.
- Resolved all the day to day customer inquiries & complaints in a courteous & timely manner.
- Identified new service and sales opportunities and reported to management accordingly.

## **EDUCATION**

### **Institute of Bankers of Sri Lanka**

- Certificate of Banking & Finance (CBF) – 2016 (Completed)
- Diploma in Applied Banking & Finance (DABF) (4/7 subjects completed)

### **National Institute of Business Management**

- Higher National Diploma in Human Resource Management (Final Stage)

### **Association of Accounting Technicians of Sri Lanka**

- Foundation Course

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## PRAMITHA PANNIPITIYA

FINANCIAL AND BANKING EXECUTIVE

### PERSONAL INFORMATION

- **Name** : Pannipitiya Achchige Don Pramitha Shashi Kumara
- **Permanent Address** : No. 429, Ranasinghe Road, Naduna, Ganemulla, Sri Lanka.  
(Currently in UAE on visit VISA)
- **Date of Birth** : 05/05/1990
- **Nationality** : Sri Lankan - Sinhalese
- **Marital Status** : Married
- **Passport No** : N 8760184
- **Contact No** : +971 (0)56 8847275
- **E-mail** : pramithapannipitiya90@gmail.com

### OTHER ACTIVITIES

- \* Badminton
- \* Photography
- \* Cricket

### REFERENCE

Reference can be provide up on request

### DECLARATION

I hereby certify that the above particulars are true to my knowledge and I believe my qualifications and work experience coupled with my understanding of the job roll would make me an excellent member for your team.

Thank you for taking time to view my resume.



Pannipitiya Achchige Don Pramitha Shashi Kumara

01.01.2022

DATE