



ASHARA YAPA

GRADUATE

CONTACT

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Badulla, Sri Lanka

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[Ashara Yapa](#)

ADMINISTRATIVE & HR SKILLS

- Administrative & Operational Support
- HR Record Management
- Employee Documentation & Data Entry

TECHNICAL SKILLS

- Microsoft Office Suite
- Data Analysis & Reporting
- Programming & Database Systems
- Quality Assurance Methodologies

SOFT SKILLS

- Written & Verbal Communication
- Problem-Solving
- Team Collaboration
- Attention to Detail
- Analytical Thinking
- Customer Service Orientation

LANGUAGES

- English
- Sinhala
- Tamil



PROFILE

Results-oriented IT graduate with HRM specialization and practical experience in technical operations, process optimization, and organizational coordination. Demonstrates strong analytical capabilities with exceptional administrative and interpersonal effectiveness. Proven track record in systems management, quality assurance, and stakeholder engagement.



WORK EXPERIENCE

ICT Trainee

2020–2021

Ministry of Health, Uva Provincial Council - Badulla

- Provided comprehensive administrative support encompassing documentation management, database administration, and HR operations coordination



PROJECTS

IoT Based Smart Mirror with Human Emotion Recognition System

- Developed IoT smart mirror with real-time emotion recognition using machine learning to detect five emotional states and trigger personalized environmental responses. Managed complete development lifecycle including dataset preprocessing, model training, system integration, and privacy considerations.

Neural Network for Tree Species Classification

To Do List Application and Quiz Application

Library System



EDUCATION

B.Sc in Information Technology | Rajarata University of Sri Lanka

Second Class Lower Division

June 2021 – April 2025

Diploma in HRM | Institute of Language Development

2023–2024

Certificate in English | Sabaragamuwa University of Sri Lanka

2018–2019

G.C.E. Advanced Level Examination | B/Bandarawela M.M.V

2019

G.C.E. Ordinary Level Examination | B/Meegahakiula M.M.V

2014



EXTRA CURRICULER ACTIVITIES

Member of Hiking club of Rajarata University of Sri Lanka

Member of ARICT Club of Rajarata University of Sri Lanka

Former Prefect at B/Meegahakiula M.M.V. and Sri Subhadraamaya Dhamma School



REFERENCES

Dr. K.A.S.H. Kulathilake

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