CHAMEERA RAJAPAKSHA

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OBJECTIVE

To build career in a growing organization where i can get the opportunities to prove me abilities by accepting challenges, fulfilling the organizational goal & climbing the career ladder through continuous learning & commitment.

SKILLS

AWS
Azure
DNS
Firewalls
M365 Administration
Moodle
Linux
Teamwork
Problem-Solving
Customer service

LANGUAGES

English | Intermediate

EXPERIENCE

Deputy Manager — 2023 - Present
The Chartered Institute of Accountant of Sri Lanka — Colombo, Sri Lanka

Cloud Platform Management
- Oversee the installation and configuration of virtual servers
- Mange resources and databases, ensuring efficient allocation and performance
- Implement and monitor backup, replication, and recovery strategies.
- Supervise the execution of patch and security updates.

Strategic Planning and Implementation
- Contribute to the development and execution of IT Strategies and initiatives.
- Ensure the alignment of IT infrastructure and support service
- Supervise the execution of patch and security updates.

Vender and Stakeholder Management
- Manage relationships with vendors and service providers to ensure quality and cost-effective service delivery.
- Laise with internal stakeholders to understand and meet their IT Requirement

Technical support for online/virtual examinations
- Lead the management and troubleshooting of Moodle for seamless examination process.
- Supervise user management and handle system backups

Database Management
- Supervise database management, including recovery, replication, and high availability to ensure data integrity and availability.

Policy & Procedure Management
- Develop and implement IT security policies and procedures
- Ensure documentation is up to date

System Administrator — 2019 — 2023
The Chartered Institute of Accountant of Sri Lanka — Colombo, Sri Lanka

Cloud platforms (AWS & Azure) Management
- Installing & configure virtual servers (Ubuntu, RedHat, Windows)
- Resources/Database management
- Backups, Replications & Recovery
- Performed patch/security updates
- Security
- Load Balancing/EFS/S3 bucket
- DNS, Routing

Technical Support for online/Virtual examination
- Managing & troubleshooting Moodle
- Add relevant plugins
- User Management
- backups Management

Office 365 Management
- Access Management
- User Management
- Other Administrative managements

Active Directory /WSUS/SCCM Management
- Oversee the administration and troubleshooting of active directory, WSUS and SCCM to ensure optimal performance and security

Database Management
- Replication
- Recovery
- Backups
- High Availability and Scalability management

Vulnerability Assessment and Penetration Testing (VAPT)
- Handle VAPT assessment by coordinating with third party stakeholders
- Oversee the planning, executions, and remediation process to ensure the security and integrity of IT Systems

Network Administration (LAN/Wireless)
- Supervise the administration of LAN and wireless networks, ensuring reliable and secure connectivity.

Web Design using AI Technologies
- Web base system design /development using AI technology (ChatGPT/Gemini).
- Utilize AI tools to automate the process.

IT Assistant — 2016 — Dec 2018
The Chartered Institute of Accountant of Sri Lanka — Colombo, Sri Lanka

Troubleshoot and Support
- Troubleshoot and resolve hardware-related issues
- Adress software-related issues
- Resolve network-related issues to ensure smooth connectivity.

IT infrastructure management.
- Ensure IT infrastructure facilities are maintained
- Upgrade IT infrastructure as necessary to meet progressing needs.

System Administration
- Carry out administrative and support functions to minimize downtime of critical system (servers, website, network) during the operational hours.

Security Management
- Maintain and monitor firewall configurations.
- Manage enterprises antivirus solutions to protect against malware and other security threats.
- Configure and maintain VPNs to ensure secure remote access.

Network Administration
- Monitor and provide administrative support for network devices to ensure smooth operations.

User and Access Management
- Provide administrative support for user management and access management across designed system.

Inventory Management
- Manage IT inventory, ensuring accurate tracking and availability of hardware & software assets.

Storage Solution Administration.
- Administrative support NAS and SAN storage solution to ensure data integrity and availability.

EDUCATION

BEng (Hons)Computer Networking -1st Class — 2021 — 2022
London Metropolitan University — United Kingdom

BCS, The Chartered Institute for IT — 2017 — 2019
The Chartered Institute — United Kingdom

PROJECTS

1. Configuration and Customization Of LMS

- Objective- To provide a customized and robust learning management system tailored to the organization's requirements.
- Technology – Moodle, Ubuntu, AWS EC2, MySQL Database
- Description –
  - Moodle Installation – Installed and configured Moodle on AWS EC2 instance running ubuntu.
  - Customization- Added and configured relevant plugins to enhance the functionality of Moodle.
- Impact – Created a user- friendly and efficient LMS platform that supported the learning needs of over 5000 users, facilitating effective online education

2. Cloud-based application load balancing for virtual exams for students globally.

- Objective – To ensure High availability and scalability of the virtual exam platform for students globally.
- Technology – AWS EC2, AWS RDS, AWS ELB, Moodle, Safe exam Browser
- Description -
  - EC2- Deployed multiple instances of ubuntu server to host the Moodle.
  - RDS - Utilized RDS for MySQL to handle database operations, ensuring data integrity & availability.
  - Replication- Implemented replication strategies to ensure data consistency across multiple databases.
  - Elastic Load Balancer – Configured AWS load balancer to distribute incoming traffic evenly across multiple servers, preventing and single server from being overwhelmed.
  - SEB – Deployed the SEB to carry out exam safety which turns any computer temporarily into a secure workstation.
- Impact – Enable over 5000 students to take their exams online simultaneously without downtime, resulting seamless examination experience and improved user satisfaction.

3. Proxy/WAF Configuration for Enhanced Security

- Objective – To enhance the security and reliability of web applications with the use of proxy and Web Application Firewall (WAF) configurations.
- Technology – AWS CloudFront, Route53, WAF
- WAF – implemented AWS WAF to protect web applications from common web exploits and vulnerabilities, ensuring a secure environment for users.
- Impact – Significantly reduced the risk of cyber-attack and improved the security posture of the organization's web applications, safeguarding sensitive data and maintaining user trust.

4. Web-Based Application Desing using AI Technologies

- Objective – To design and develop a web-based application using AI technologies to enhance user interaction and automation.
- Technology – AI tools such as ChatGPT and Gemini
- Description-
    - Web Design - Designed a user-friendly web interface incorporating AI-driven features.
    - AI Integration – Leveraged ChatGPT and Gemini to automate customer interaction and provide intelligent responses.
    - Development – Developed and tested the application to ensure it met the functional and performance requirements.
- Impact – Created an innovative web application the enhanced user engagement via AI driven features, resulting in improved customer satisfaction and operational efficiency.

✉ CERTIFICATIONS & COURSES

- Successfully completed AWS cloud practitioner and solutions architect associate
https://www.coursera.org/account/accomplishments/certificate/M66UU9APRFTS

- Wireshark for Basic Network Security Analysis
https://www.coursera.org/account/accomplishments/certificate/XEKTRNY9EBKU

- Diploma in Software Engineering in ESOFT

- Successfully completed Microsoft Certificate of Technology Specialist (MCTS) course
    - Windows Server 2008 Network Infrastructure configuring (70-642)
    - Windows Server 2008 Network Active Directory (70-640)

- Successfully completed Cisco Certificate of Network Associate Course (CCNA)

- Successfully completed ICDL in Institute of Chartered Accounts of Sri Lanka (International Computer Driving License)

- Successfully completed full time computer course in Department of Laborer Relationship & Manpower in Battaramulla.
    - Computer Hardware
    - Network
    - Microsoft office
    - Electronic

- Successfully completed an English course in Institute of Human Resources University of Colombo

💬 REFERENCES

Mr. Suresh Ranasinghe
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CA Sri Lanka
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Mr. Roshan Ruvendra
Senior Manager-ICT
CA Sri Lanka
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I do hereby declare that all the above-mentioned details in this Curriculum Vitae are true and correct, to the best of my knowledge.

Chameera Rajapaksha