

Rizofer

Minhaj



Contact

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Languages

English ★★★★★
Tamil ★★★★★
Sinhala ★★★★★
Arabic ★★★

Hobbies

- Reading biography
- Playing cricket and badminton
- Wild life and Landscape photography
- Travelling and Vlog

Summary

Excellent leadership, team working and motivational skills, effective presentation skills together with strong communication, negotiation, facilitation skills and excellent inter-personal relation to inspire co-workers and subordinates to attain organization goals and pursue excellence. Team leader, passionate goal setter, Entrepreneur.

Skill Highlights

- Problem solving ★★★★★
- Project management ★★★★★
- Strong decision maker ★★★★★
- Team work ★★★★★
- Innovative ★★★★★
- Photo editing ★★★★★
- Creative design ★★★★★
- Innovative ★★★★★

Computer skills

- Adobe Photoshop ★★★★★
- Adobe light room ★★★★★
- MS office package ★★★★★
- Adobe illustrator ★★★★★

Experience

Assistant manager and supervisor - 03/2018 to till
IBRA rice center – it's a medium size rice production company which is located in Kalmunai in eastern province of Srilanka.

Education

BSC Degree in business administration by solent United Kingdom – at British college of applied studies (BCAS) Kandy campus in – 2021

- Academic and professional development
- Strategy for management and marketing
- HRM
- Business consultancy
- Cross culture management
- Business finance management

Achievement

Participated in Stockholm junior water prize in 2013 (it is about how to reduce the water wastage and how to overcome from it which is will be held in island wise and the winner will be sent to Stockholm to participate in final)

Participated in Stockholm junior water prize in 2014

Participated in district level badminton game in 2014

Winner of eastern super league 2018 (cricket)

Runner up of Ampara premier league 2019 (cricket)

3rd place in kalmunai badminton super league 2019

Leadership

Vice caption of genius sports club

School prefect in 2009-2014

Class monitor in 2016-2018

Vice president of Kalmunai public service forum

Higher national diploma (HND) in business management
structured and functioning by Pearson United Kingdom – at British college of applied studies (BCAS) Kalmunai campus in – 2021

- Marketing essential
- HRM
- Operational behavior
- Business and business environment
- Business strategy
- Global business environment
- Business law
- Management accounting
- Statistic for management
- Understanding and leading change

Diploma in Arabic language and sharia studies

Studied at Islahiyya Arabic College Madampe in the period of 2016-2019

G.C.E Advanced level

Completed Advanced level exam in 2019 in commerce stream in Tamil medium

Economics-C

Business studies-C

English-C

Accounting-S

G.C.E Ordinary level

Completed ordinary level exam in 2014 in English medium
With passes of English and mathematics