



M JAAMI RUSHDI

Curriculum Vitae

OBJECTIVE

Dedicated and hard-working individual showcasing great commitment qualities and ability to work well in a team. Coming from an excellent education background to be professionally competent and perform with a great sense of honesty and tenacity. Always willing to take up a challenge and strive to achieve the best towards the organization's goals and objectives.

CONTACT

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FREECODECAMP:

freecodecamp.org/fccc0653a3f-18f2-4659-a938-jaamirushdi

EDUCATION

✓ INTERNATIONAL HIGHER DIPLOMA IN SOFTWARE DEVELOPMENT

IDM Nations Campus (Buckinghamshire New University affiliated), Colombo 04
JULY 2022 – JULY 2024

Course Areas of Knowledge

End-user applications, web design & development, system analysis (networking concepts), mobile systems (database design concepts), object-oriented programming, open source OS (mathematics for computing), quality systems, data analysis & design, human-computer interface, IT management, visual programming & development, software engineering, web application & development, E-Business development, distributed systems & software testing, computer science

✓ RESPONSIVE WEB DESIGN CERTIFICATION

FreeCodeCamp
JULY 2023

Responsive web design includes flexible layouts, media queries for different devices, fluid images, touch-friendly elements, readable typography, condensed navigation, performance optimization, cross-browser compatibility, and user testing. It ensures a seamless user experience across various screen sizes and devices.

HOBBIES

- ✚ Fitness / weightlifting
- ✚ Athletics (Running & stamina training)
- ✚ Futsal

LANGUAGES

English	100%
Sinhala	75%
Tamil	55%
Arabic	25%

PROJECT PORTFOLIO

- ✚ GitHub link to my self-built Football Club website

(<https://jaami2002.github.io/football-club-website/>)

- ✚ GitHub link to my self-built Football Club website root folder

(<https://github.com/jaami2002/football-club-website>)

- ✓ **ADVANCED DIPLOMA IN HOSITALITY MANAGEMENT**
Australasian Academy (Evolution Hospitality Institute Sydney affiliated). Colombo 7
APRIL 2020 – SEPTEMBER 2020

Course Areas of Knowledge

Human Resources/ Work health safety/ Marketing/ Finance/ Business plan/ Hospitality services/ Managing physical assets

- ✓ **THE FUNDAMENTALS OF DIGITAL MARKETING CERTIFICATION**
The Open University, Google Digital Garage
MAY 2020

Course Areas of Knowledge

Analytics and data insights, business strategies, content marketing, display advertising, e-commerce, e-mail marketing, local marketing, mobile marketing, Search engine marketing search engine optimization, social media marketing, video marketing & web optimization

- ✓ **DIPLOMA IN HOSITALITY MANAGEMENT**
Australasian Academy (Evolution Hospitality Institute Sydney affiliated). Colombo 7
OCTOBER 2019 - APRIL 2020

Course Areas of Knowledge

Customer service / Work health safety / Business relationships / Work operations / staffing / Budgeting / Managing conflict / Regulations in hospitality

- ✓ **CERTIFICATE LEVEL 3 IN HOSITALITY MANAGEMENT**
Australasian Academy (Evolution Hospitality Institute Sydney affiliated). Colombo 7
APRIL 2019 – OCTOBER 2019

Course Areas of Knowledge

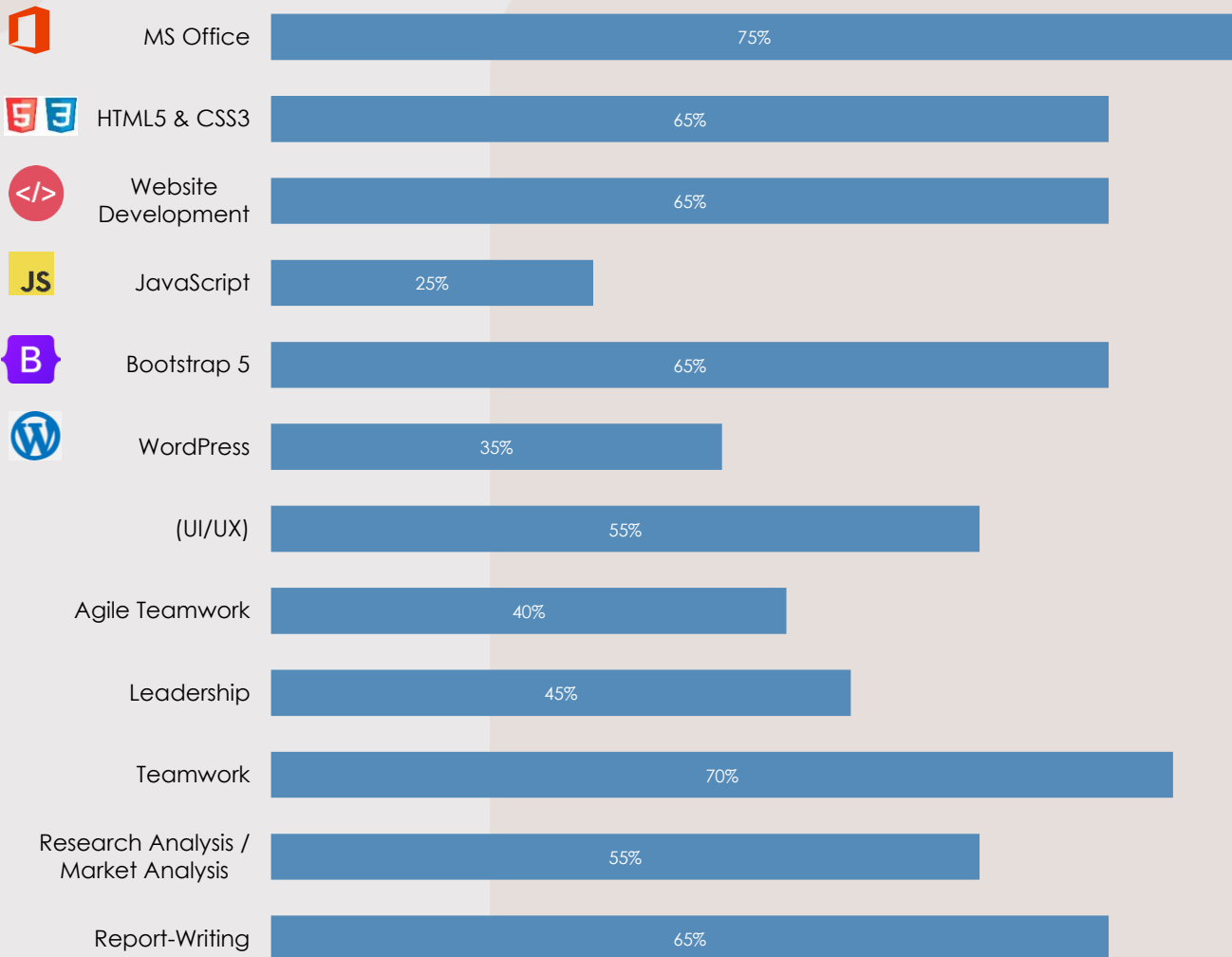
Customer service / Table service for F&B / Hospitality operations / Food safety / Food & Beverage / Housekeeping / Sustainability

- ✓ **G.C.E. ORDINARY LEVEL EXAMINATION**
Sussex College, Nugegoda
DECEMBER 2018

Course Areas of Knowledge

English Language (A), Information & Communication Technology (C), Islam (C), Sinhala Language (S), Science (S), Mathematics (S), History (S), Appreciation of English literary texts (S), Business & accounting studies (S)

SKILLS



WORK EXPERIENCE

All Rounder Front Desk Trainee Associate

Cinnamon Red Colombo

January 2022 – April 2022

- ✚ Handled cashiering related tasks (float balancing and reporting)
- ✚ Created room reservations for guests individually and groups
- ✚ Handled guest special requests in a timely manner
- ✚ Performed check—ins and Check—outs
- ✚ Handled the departure follow ups on a daily basis
- ✚ Handled guests complaints
- ✚ Performed regular audits
- ✚ Had the opportunity to provide mini training sessions for junior trainees in performing regular front office tasks
- ✚ Handled room discrepancy reports during departure follow ups
- ✚ Handled the telephone operator related tasks such as hotel inquiries, etc.

F&B INTERN

Shangri-La Colombo

March 2021 – May 2021

- ✚ Performed regular table setups
- ✚ Handled special guest requests upon handling food orders
- ✚ Handled work health and safety related tasks
- ✚ Performed tasks related to guest cutlery, crockery, glassware sanitizing.
- ✚ Handled guest table clearance in a timely manner
- ✚ Performed tasks of handing out menus and explanation of the menu items and specials to the guests
- ✚ Handled tasks related to the dishwasher machine
- ✚ Handled guest complaints
- ✚ Performed tasks related to ambience arrangement

EXTRA-CURRICULAR ACTIVITIES

Deputy Games Prefect

Sussex College, Nugegoda

2018

- ✚ Was in charge and supported the sports administration of the school.
- ✚ Represented the school as a deputy games prefect and took the responsibility of assisting the captain in guiding the students to perform well in the sports meets.
- ✚ Contributed to organizing the school's annual sports meet for the year 2018 along with the school's sports committee.

DEPUTY CAPTAIN OF HOUSE JUPITER OF THE SCHOOL'S INTER-HOUSE SPORTS MEET

Sussex College, Nugegoda

2018

- ✚ Supported the house in house decorations and assisted in organizing the inter house sports meet
- ✚ Contributed to selecting athletes for specific track and field events for the sports meet of 2018.
- ✚ Participated in the opening ceremony of the school's annual sports meet in 2018 (Olympic Torch Lighting).

JUNIOR PREFECT

Sussex College, Nugegoda

2018

- ✚ Contributed to maintaining and developing the school's discipline and behavior.
- ✚ Was in charge Of the school's bag checking terminals at the entrance
- ✚ Contributed to hosting various school events such as the Prize Giving event & concert for the year 2018.

DEPUTY HEAD OF THE SOUNDS & MULTIMEDIA UNIT

Sussex College, Nugegoda

2017 – 2018

- ✚ Participated in the Special Task Force unit (STF) for the Prize Giving event & Concert for the year 2016.
- ✚ Held the responsibility of managing and hosting the morning religious observances/prayers.
- ✚ Held the responsibility of managing and organizing the morning assembly in the school

ACHIEVEMENTS

- ✚ Represented the school athletic team for the 2019/2018 Sri Jayewardenepura Divisional Athletic Meet (Year 2019 under 18 boys 1500m — 3rd place)
- ✚ Member of the Western Band of Sussex College Nugegoda
- ✚ 1st Place winner in Dictation- English Language competition for the year 2013
- ✚ 3rd Place winner in Essay Writing- English Language competition for the year 2013
- ✚ Subject prize winner for Islam
- ✚ Participated in running events at Inter house sports meet at Sussex College Nugegoda 2nd place in U18 Boys 800m, 1500m, 4x100m Relay race in 2018 & 400m in 2019 1st place in U18 Boys 800m, 1500m race, 4x400m, 4x100m relay in 2019
- ✚ Took part in the boys Karate at the Inter-house sports meet at
- ✚ Sussex College Nugegoda 2nd place in IJ17 & IJ18 (Kata & Kumite)
- ✚ Member of the cricket team at Sussex College Nugegoda
- ✚ Winning team at the Inter House Sports Meet in 2017 & 2018 and 2nd runner-up in 2019

I hereby declare that the information contained in this resume is in accordance with or to my knowledge.

Jaami Rushdi

REFERENCES

Rauf Marfyne

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Ranuri Dodangoda

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