

# IMASHA SHEHANI

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## OBJECTIVE

I'm looking for part time or full-time work.

## PERSONAL STATEMENT

Dedicated and versatile professional with a strong background in sales assistance, restaurant service, and kitchen support. Known for delivering exceptional customer experiences by understanding client needs, offering personalized product recommendations, and maintaining a positive, welcoming atmosphere. Skilled at efficiently managing sales transactions, inventory, and visual displays in retail, while adept at delivering prompt, attentive service in a restaurant setting, including taking orders, serving meals, and resolving issues to ensure customer satisfaction. Experienced in kitchen support, including food preparation, organization, and teamwork to maintain smooth kitchen operations. Bilingual, detail-oriented, and committed to contributing to a collaborative team environment across retail and hospitality roles.

## WORK HISTORY

### Ryman Healthcare

Havelock North, New Zealand  
Feb 2025 - Present

#### Kitchen Assistant

- Assist in chopping, slicing, and preparing ingredients for meals.
- Maintain a clean and organized kitchen by washing utensils, equipment, and surfaces
- Help with basic cooking tasks, fetching ingredients, and ensuring smooth kitchen operations

Cargills Super Market  
Nawala, Sri Lanka  
Oct 2022 – Dec 2024

#### Grocery Assistant

- Ensured products were efficiently replenished, organized, and neatly displayed on shelves.
- Rotated stock to keep older items at the front and reduce the risk of expired products.
- Helped customers locate products and responded to inquiries about stock availability.

Yo Go Shop  
Colombo, Sri Lanka  
Oct 2021 - Oct 2022

#### Sales Associate

- Assisted customers in selecting bags and accessories based on their needs and preferences.
- Provided detailed information on product features, materials, and pricing to enhance customer decision-making.
- Managed inventory, ensuring that stock levels were accurate and replenished regularly.

## QUALIFICATIONS

Matara Central College  
Matara, Sri Lanka  
2013

#### Advanced Level

## TECHNICAL SKILLS

- Full Car License
- MS Office

## PERSONAL SKILLS

### Time Management

Efficiently prioritizes tasks to meet deadlines and balance work with other commitments.

#### **Communication**

Clearly conveys information and actively listens, ensuring smooth interactions with customers and colleagues.

#### **Adaptability**

Quickly adjusts to new tasks and work environments, maintaining flexibility in different roles.

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### **COMMUNITY & VOLUNTEER EXPERIENCE**

Leo Club



Moratuwa, Sri Lanka  
Mar 2017 - Aug 2020

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### **REFEREES**

Referees available on request.