

Susith Priyankara Vithanage
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Contact No: +94716677018
Address: Kurundankulama, Galgamuwa
Sri Lanka.



CAREER OBJECTIVE

To work at a responsible and challenging position with an opportunity for professional advancement and growth utilizing my abilities to support and enhance company's goals and objectives.

PRESENT EMPLOYMENT

Designation : Store Keeper (Since Feb. 2014 to Up to date)
Work Place : My Beverages Marketing PLC
Address : Kadawatha, Sri Lanka.

Duties and Responsibilities

- ❖ To exercise general control over all activities in Stores Department
- ❖ To ensure safe keeping both as to quality and quantity of materials.
- ❖ To maintain proper records.
- ❖ To initiate purchase requisitions for the replacement of stock of all regular stores items whenever the stock level of any item of store approaches the minimum limit fixed in respect thereof.
- ❖ To initiate action for stoppage of further purchasing when the stock level approaches the maximum limit.
- ❖ To check and receive purchased materials forwarded by the receiving department and to arrange for the storage in appropriate places.
- ❖ To reserve a particular material for a specific job when so required.
- ❖ To issue materials only in required quantities against authorised requisition notes/material lists.
- ❖ To check the book balances, with the actual physical stock at frequent intervals by way of internal control over wrong issues, pilferage, etc.

EDUCATION QUALIFICATION

I have successfully passed,

❖ **G.C.E Ordinary Level (2007) at Central College, Ambanpola - Sri Lanka**

Christianity - B	Mathematics - S	English - S
Health & Phy.Edu. - B	Social Stu. - B	Sinhala - C
Information Tech. - C		

❖ **G.C.E Advance Level (2010) at St.Anne's College, Kurunegala- Sri Lanka**

Economics **S** # Sinhala **C** # Catholicism **C**

❖ **ESOFT Lanka (pvt) Ltd. (Kurunegala Branch)**

- ✓ Completed the Course of Certificate in Graphic Designing.
- ✓ Completed the Diploma in Web Engineering.

❖ **Amazon Lanka Higher Educational Institute, Seeduwa**

- ✓ Completed the Course Internet & E-Commerce.

EXTRA CURRICULAR ACTIVITIES

- ✓ Member of Athletic Team in Central College, Ambanpola 2002-2007
- ✓ Member of Catholic Society in St. Anne's College, Kurunegala.
- ✓ Member of Art Society in St. Anne's College, Kurunegala.
- ✓ Member of a St. Benedict's Church Sunday School 1997 - 2007.
- ✓ Member of Choir in St. Benedict's Church, Galgamuwa.
- ✓ Seminarian in Blz. Joseph Vaz Minor Seminary, Millawa, Kurunegala (2008-2010)

PERSONAL DETAILS

Name in Full	:	Susith Priyankara Vithanage
Date of Birth	:	30 th Oct. 1991
Civil Status	:	Single
Sex	:	Male
Nationality	:	Sri Lankan
Known Languages	:	English & Sinhala.

REFEREES

- **Mr.R.A.S. Wijenayaka** (Justice of the peace)
“PRARTHANA”
Kurundankulama,
Galgamuwa.
Tel: +94372253890

- **Mr.I.M.Ekanayake** (Praja Sanwardana Niladhari)
Kurundankulama,
Galgamuwa.
Tel: +94713555225

PERSONAL PROFILE

I'm well focused, intelligent and hardworking Youngster. I always have higher aims and try to do my best to accomplish my goals. I believe I can work well in the group and learn new techniques very easily. And also I hereby declare that the above particulars furnished by me are true and correct for the best of my knowledge.
