

**G.M.N.S.APONSO.**  
**No; 39/1, ERNEST PLACE,**  
**LAXAPATIYA,**  
**MORATUWA,**  
**SRI LANKA.**

**Tele - +94771-408209**  
**+94774-089397**



**E-mail:**[nuwan\\_aponso1986@yahoo.com](mailto:nuwan_aponso1986@yahoo.com)

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Seeking a challenging Position where in I could contribute my wealth of experience in the Supply chain department, Procurement or Warehouse department as well as progress in my knowledge and career

- ✓ **To Work with Multiple Communities.**
- ✓ **Positive Mental Attitude.**
- ✓ **Dedicated and result Oriented.**
- ✓ **Rapid Learner and Easily Adaptive to New Environments.**

## **WORKING EXPERIENCE**

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### **1. Senior Executive – Production & Operations**

JULY 2013 to FEB 2014

**Dhanusha Marine Lanka Exports (Pvt) Ltd**

Fullerton Industrial Estate,

Nagoda, Kaluthara, Sri Lanka.

(ISO 2008:9001 QMS certified Fiberglass Boats, Trailer Covers, Horse Trailer and Snow Sledge Manufacturing Company)

#### **Job Responsibilities**

- ✓ Plan, organize and direct the manufacturing and maintenance operations which ensure the most effective return to the company.
- ✓ Implementing manufacturing strategies and action plans.
- ✓ Improve manpower utilization within existing departments and processes, schedule stability that allows for maximum return on efficiencies.

- ✓ Work to establish management practices throughout assigned areas which include all employees positive involvement with opportunity for construction input and action.
- ✓ Provide technical advice to the sales division.
- ✓ Develop team spirit and employee job satisfaction.
- ✓ Maintain overall process of the factory.
- ✓ Handle all local purchasing activities to run an uninterrupted production floor.
- ✓ Organize training programs for staff.
- ✓ Submitting all the product quality reports to the management.
- ✓ Handling costing evaluation and BOQ
- ✓ Control of wastage & excess raw materials usage.
- ✓ Improving product quality and product volume.
- ✓ Responsible for the security of work place and subordinators.

## 2. Stores Executive

**Visvaka Marketing (pvt) Ltd.**

JULY 2006 TO JULY 2013

No.168/3, Elvitigala Mw,

Colombo 08. Sri Lanka.

(Importers and Distributors of Dehydrated Vegetables, Microwave Cookware, Bed linens, Instant Coffee, Bakery products & Manufacturers of food items for specific customers)

### **Job Responsibilities**

- ✓ Managing all functions of warehouse and planning the deliveries in effective way.
- ✓ Managing the repacking centre.
- ✓ Supervising & run the production plant for specific production.
- ✓ Handling the petty cash of warehouse.
- ✓ Dealing with suppliers and customers in day to day discipline.
- ✓ Planning for day to day distributions around the agency territories.
- ✓ Leading the Subordinates, warehouse staff & Drivers in day to day discipline.
- ✓ Dealing with contractors for labours on behalf of the organization.
- ✓ Dealing with suppliers for delivery vehicles on behalf of the organization.

## PROFESSIONAL QUALIFICATIONS

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1. I Have Successfully got through the **Advance Diploma in Purchasing and Supply Chain Management 2011-2014** Batch, at the Institute of Supply and Material Management Sri Lanka. (The Syllabus as follows)

I.	Principals of Purchasing and Materials Management	-	<b>Pass</b>
II.	Warehouse and Stockyard Management	-	<b>Pass</b>
III.	Management of Tender Process and Contract	-	<b>Pass</b>
IV.	International Logistics and transport	-	<b>Pass</b>

2. Currently I am Reading for **Graduate Diploma in Purchasing and Supply Chain Management 2011-2014** in final year and I have already completed following Modules.

I.	Finance Management	-	<b>Pass</b>
II.	Marketing Management	-	<b>Pass</b>
III.	Information Technology for SCM	-	<b>Pass</b>
IV.	Principals of Management	-	<b>Pass</b>
V.	Purchasing Management	-	<b>Pass</b>
VI.	Inventory Management	-	<b>Pass</b>
VII.	Legal Aspects Of Materials Management	-	<b>In progress</b>

3. I Have Successfully got through the **Certificate Course of Store Keeping** with a (2<sup>nd</sup> Class) in 2007 at the Institute of Supply and Material Management Sri Lanka.

I. Warehouse Keeping.	VII. Principals of Computer Systems.
II. Supply Circle.	VIII. Warehouse Buildings & Establishment Yard
III. Goods Purchasing.	IX. Categorizing & Symbolizing the Goods.
IV. Inbound and Out Bound Operations.	X. Stocks Inventory & Store Documents.
V. Stock Accounts	XI. Standard Controlling
VI. Stock Verification.	

## EDUCATIONAL QUALIFICATIONS

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1. G.C.E. A/L Examination with **02 'C'** Passes and **02 'S'** Passes in 2006 Conducted by Educational Department in Sri Lanka.

I.	General English	-	<b>C</b>
II.	Business Studies	-	<b>C</b>
III.	Accounting	-	<b>S</b>
IV.	Economics	-	<b>S</b>

➤ School Attended – MoratuMahaVidyalaya.

2. G.C.E. O/L Examination with **01 'A'** pass, **01 'B'** Pass, **06 'C'** Passes and **02 'S'** Passes in 2003 Conducted by Educational Department in Sri Lanka.

I.	English	-	<b>A</b>	VI.	Busin; Stu: & Acc;	-	<b>C</b>
II.	Buddhism	-	<b>B</b>	VII.	Sinhala Lit.	-	<b>C</b>
III.	Mathematics	-	<b>C</b>	VIII.	Geography	-	<b>C</b>
IV.	Social Studies	-	<b>C</b>	IX.	Science	-	<b>S</b>
V.	Sinhala	-	<b>C</b>	X.	Dancing	-	<b>S</b>

➤ School Attended – Rawatawatte                      Methodist Collage.

## SKILLS

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- I. Team Work - Organizing several social activities at Visvaka Marketing (Pvt) Ltd.  
- Leading Other Colleagues in day to day operations.
- II. Computing - Working with Microsoft Windows XP, windows 7 and windows 8 operating systems & Microsoft Office2003 / 2007 / 2010  
Internet & E-mails

## EXTRA CURRICULAR ACTIVITIES

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- I. Participated for **International Seminar on Winning the markets through better supply chain management** at Waters Edge Sri Lanka on 23/10/2012
- II. Participated for one day **workshop on effective warehouse management** at hotel Janaki on 22/03/2012
- III. Participated In the program on **Effective Communication** at the institute of National Labour Studies.
- IV. Won the 3<sup>rd</sup> place of **Best Innovative Suggestion Employee of the year**.
- V. Life Time Member of Colombo Young English Foundation - Nugegoda.
- VI. St.Jhon Ambulance & Brigade (C.S.M.) Staff Sergeant in Moratuwa Division. (2003-2005)

## PERSONAL BACKGROUND

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| 1. Name in full  | - | Goniya Malimage Nuwan Sanjeewa Aponso. |
| 2. Gender        | - | Male                                   |
| 3. Date of Birth | - | 26/Oct/1986                            |
| 4. Civil Status  | - | Single                                 |
| 5. Nationality   | - | Sri Lankan                             |
| 6. Religion      | - | Buddhism                               |
| 7. NIC No        | - | 863000084V                             |
| 8. Languages     | - | Sinhala & English                      |

## NON RELATED REFEREES

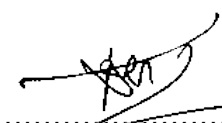
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| 1. Mr. O. Sumith Rangana,<br>Assistant Manager - Operations,<br>VISVAKA Marketing (Pvt) Ltd.<br>No 168/03,<br>Elvitigala Mw,<br>Colombo 08.<br>Mobile – 0773-082732<br>0115-375446 | 2. Mrs. RangadhiGunasekara,<br>Import Manageress & Secretary<br>Dhanusha Marine Lanka Exports (Pvt) Ltd.<br>Fullerton Industrial Estate,<br>Nagoda,<br>Kaluthara.<br>Mobile – 0773-724245 |
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I hereby certify that the particular information given above is true and accurate to the best of my knowledge.

...25/03/2014.....

Date

  
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 G.M.N.S.Aponso