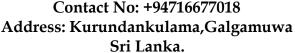
Susith Priyankara Vithanage

Email: susith.vithanage@gmail.com Contact No: +94716677018





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 # Catholicsm 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 : 30th 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.