

CURRICULUM VITAE

Chathurdha Liyanage

No: 17/18 B,

Kajjuwaththa, Hiththatiya Medal,

Matara

Phone No: 077-15 30 808 /071-29 55 620



Profile

- Self-motivated, adaptable, conscientious and enthusiastic person with Well-developed Accounting skills Combined with a flexible attitude to work.
- Strong team-player skills developed through work in retail and group activities.
- Good organizational skills developed in a variety of deadline orientated situations.
- Get on well with people at all levels, easily making good working relationships.
- Have good presentation and communication skills.

Professional Qualification

- I'm Following Certified Management Accounting (CMA) (Foundation Level is completed)
- I have followed Higher National Diploma in Computerized Accounting at ESOF
- I have followed Higher National Diploma In Business Finance at SLIATE (Sri Lanka Institute of Advanced Technological Education, Colombo)
Time Period: 2 years Medium: English
- Have a better knowledge & skills to manage MS Word, MSXL, MS Power Point, & MS ACCESS.
- Completed three IT Modules at Advanced Technological Institute which included a practical training session in MS Word, MSXL, MS Power Point, & MS ACCESS respectively.
- Successfully Completed Six Month Industrial Training in Ceylon Electricity Board at Galle. (Accounts Expenditure Branch)
- Successfully Completed Six Month Tamil Language Training Course conducted by

Present Employment

- Working as the Finance & Admin Assistant at the Co-Operative Capacity Development Project At Galle. (It is conducted by Sweden Co-Operative Council & National Co-Operative Council Of Sri Lanka)

Educational Qualifications

➤ G.C.E Advanced Level (Commerce Stream) – 2010

Subject	Grade
Business Studies	A
Accounting	B
Economics	B

➤ G.C.E Ordinary Level – 2006

Subject	Grade
Buddhism	A
Sinhala	A
Business & Accounting	A
English	B
Mathematics	B
Social Studies	B
Science	C
Dancing	C

Extra-Curricular Activities

- Was a member of School Prefect Board
- Was a member of School Dancing Team
- Was a member of School Chess Team

Personal Information

- Full Name : Chathurdha Liyanage
- Date Of Birth : 10th Oct 1990
- Nationality : Sri Lankan
- Gender : Female
- Civil Status : Single
- NIC No : 907842576V
- School Attended : Sujatha Vidyalaya- Matara

Non-Related Referees

Mr.W.H.S Kumara,
Accountant (Accounting Expenditure Branch)
Ceylon Electricity Board,
Galle.
Tel: 091-22 34 364

Ms.Samarakkodi,
Senior Lecturer
Advanced Technological Institute,
Waidya Road,
Dehiwala.
Tel: 071 – 83 71 763

I certify that the details furnished by me in this application are true & accurate. I also aware that the details are found to be incorrect I'm disqualified for the position.

.....Chathurdha.....
C.Liyanage

30th April 2016
Date