

Curriculum Vitae



1. Name : Chamin Acthintha Bandara Ekanayake
2. Address : 40/ Pethiyagoda Road, Gelioya
3. Telephone Numbers : Home: 081-2311041 , Mob: 0779113271
4. Email : Chamin.Ekanayake@gmail.com
5. National ID card No : 911800705 V
6. Date of Birth : 1991.06.28
7. Gender : Male
8. Age : 24
9. School Attended : Sarasavi Uyana Maha Vidyalaya Peradeniya Kandy

10. EXPERIENCES

- Computer Application Assistant at The Department of Financial Administration, University of Peradeniya,(Trainee)
 - Filing and maintaining Provident Fund Release Applications.
 - Entering PF release applications received from Academic and non-Academic Establishments to register and making individual files for each applicant.
 - Preparation of liability statements and sending them to relevant Departments.
 - Preparation of necessary documents and sending the files to Internal Audit Division.
 - Calculation of all recoveries, PF contribution for each applicant and entering them to register.
 - Completing the Part 2 papers and sending them to Vice-Chancellor's approval
 - Sending the completed application to UGC
 - Maintaining database related to PF releasing

11. PROFESSIONAL EDUCATION

- Diploma in Information Technology with E-Commerce at ESOFTE
 - Basics in Microsoft basis Computer OS systems
 - Basics in Computer Hardware and Technology
 - MS Word
 - MS Access
 - Internet & E mail
- National Apprentice and Industrial Training Authority
 - Computer Operator

□ I Have Successfully Completed Microsoft Certified Technology Specialist (MCTS) in Sri Lanka Institute Of Information Technology

- Installation and Maintaining Local Area Network in the office. Installing and configuring new Hardware and Software. Managing ACTIVE DIRECTORY (DOMAIN), DHCP, DNS, VPN. Adding, Removing or Update user Accounts. Troubleshooting any Reported problems. Basic configuration of Routers and Switches. Running Router Protocols LAN, WAN, IP, TCP, DHCP, DNS, HTTP. Updating Operating System, Antivirus, Service and packs. Installation and Up-gradation of hardware and software and Backup

□ I Have Followed Cisco Certified Networking Associate (CCNA) Routing and Switching course in Sri Lanka Institute Of Information Technology

12. EDUCATIONAL QUALIFICATIONS

□ G.C.E Ordinary Level

Index No 73474118

Year 2007

Subject	Grade
1. Sinhala literature	B
2. Health	B
3. Buddhism	C
4. Sinhala	C
5. Social Science	C
6. Music	C
7. Agriculture	C
8. English	C
9. Mathematics	S
10. Science	S

□ G.C.E Advanced Level

Index No 5952522

Year 2010

Subject	Grade
1. Logic and Scientific Method	C
2. Sinhala	S
3. Political Science	S

13. EXTRA CURRICULARE ACTIVITIES

1. The secretary – Astronomical Society
2. A member of the Media Unit
3. A member of the Traffic warden
4. A committee member Buddhists Association
5. Subject Leader Political Science
6. A committee member – English Society

14. NON-RELATED REFEREES

Saminda Herath
E14 Rajawattha,
Peradeniya
(Peradeniya University)
0774732860

Parakrama Thenakoon
No 902/1 Athgala Estate
School Road,Gampola
(Sri lanka Telecom)
0771626156

I do here by certify that the above particulars furnished by me in this application are true and correct to the best of my knowledge. If I am selected to the above post I do carry out my duties to the satisfaction of the superiors.

- Chamin Ekanayake-