

## CURRICULUM VITAE

#### RANGANI MADHUSHANI MALLIKAARACHCHI

No. S/1/13, De Soysapura, Moratuwa.

**Contact No.** : +94 725 298787

**E-mail** : m.mallikaarachchi29@gmail.com

### CAREER OBJECTIVE

Interested in achieving a suitable placement in a leading organization which offers diverse job responsibilities to provide my fullest cooperation to the organization to achieve its goals by utilizing my knowledge and skills while improving them towards the achievement of career success

# **EDUCATIONAL QUALIFICATION**

## G.E.C. (O/L) Examination (2008)

| Subject          | Grade |
|------------------|-------|
| Mathematics      | В     |
| English Language | В     |
| Buddhism         | В     |
| Sinhala Language | С     |
| Commerce         | С     |
| History          | С     |
| Dancing          | С     |
| Science          | S     |
| Health science   | Α     |

### G.E.C. (A/L) Examination (2012)

| Subject          | Grade |
|------------------|-------|
| Atim             | D     |
| Accounting       | В     |
| Economics        | В     |
| Business Studies | С     |
| General English  | С     |

# PROFESSIONAL QUALIFICATION

- \* Passed **English Speech & Drama Examination** with honors & merits from 2002-2004 conducted by The Wendy Whatmore Academy.
- \* Successfully completed a certificate course in computer literacy at TEC (Sri lanka) 2003.
- \* Passed **annual examinations** at Wajirarama Sunday school from 2004-2008 conducted by Young Mens' Buddhist Association (YMBA).
- \* Successfully completed a **certificate course in English Language** in 2009 conducted by The Institute of Human Resource Advancement.
- \* Passed The **AAT Foundation Examination** in 2010.
- \* Successfully completed a training programme in Spoken English at Life English Academy.
- \* Completed an Accelerated Skills Acquisition Program at Gateway in 2012
- \*Following a certificate course in **Entrepreneurship and Small Business Management** at OUSL

#### **SKILLS & EFFICIENCY**

- \* Good command in English.
- \* Self-organizing and coordinating ability, Excellent Communication skills.
- \* Good Leadership ability, willingness to achieve set goals and ability to work independently.
- \* Computer Skill on Microsoft Office Package, Internet and Email.

#### EXTRA CURRICULAR ACTIVITIES

- \* Member of a commerce Society in 2010.
- \* Took part in Athletics in School.
- \* Attended Sunday school and Social Activities.

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# PERSONAL PROFILE

Name in Full : RANGANI MADHUSHANI MALLIKAARACHCHI

| Address   | : S/1/13, Soysapura, Moratuwa   | a.   |  |
|---|---------------------------------|--|--|
| Date of Birth   | : 21.03.1992                    |  |  |
| Age   | : 22 years                      |  |  |
| Gender  | : Female                        |  |  |
| Nationality   | : Sri Lankan                    |  |  |
| Religion  | : Buddhist                      |  |  |
| Marital Status  | : Single                        |  |  |
| N.I.C. No   | : 925813036V                    |  |  |
| School Attended   | : Lindsay Girl's School, Colomb | oo 03  |  |
| NON-RELATED REFEREES  |                                 |  |  |
| Mr. Sanath Gunaratne<br>Supply Chain Manager.<br>Airtel Lanka (pvt) Ltd,<br>Colombo 01.         |                                 | Mr. Lakshitha Nadunkumara<br>Senior Executive.<br>Walkers Tours Ltd.<br>Cinnamon Lakeside Commercial Complex,<br>117, Sir Chittampalam A.Gardiner Mawatha,<br>Colombo 2. |  |
| Tel: 0755841213   |                                 | Tel: 0094 112306445  |  |
| I do hereby certify that the above particulars are true and correct to the best of my knowledge |                                 |  |  |
| Date  |                                 | Signature  |  |
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|   |                                 |  |  |