

CONFIDENTIAL RESUME

S. AMIRTHA

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Profile

A dynamic, motivated and multi skilled individual seeking a suitable position in a reputed Organization and aiming to achieve a stable position at a higher level in the Corporate sector through quality education & experience.

Career Objectives

To work in a leading Organization which provides me the opportunity to demonstrate my skills and abilities to drive the desired results for the organization and enhance my career potentials.

Personal Information

- Name in Full : Sathasivam Amirtha
- Date of Birth : 07th October 1992
- Gender : Female
- National ID No : 927811480v
- Nationality : Sri Lankan
- Marital Status : Single
- Address : No. 18, Kalyani Mawatha, Avariwatta road, Wattala
- Schools Attended : K/Kathiresan Hindu Ladies College, Nawalapitiya - (Primary Education)
Hindu Ladies College, Colombo 06 - (Secondary Education)

Academic Qualifications

➤ 1st Degree

Undergraduate of Faculty of Management and Finance, University of Colombo-
Bachelor of Business Administration (BBA) in Marketing - (Final year student)
Registration no. 2012/MS/5601

Research student - Currently engaged in a Research thesis

Research area - "Online Deceptive Practices"

➤ Secondary Education

- Successfully completed GCE A/L Examination in 2011 - Commerce Stream.

Accounting	A	
Economics	A	
Business Studies	A	
General English	C	Z-Score 2.1737

Best performance of the year - 2011

➤ Primary Education

- Successfully completed GCE O/L Examination in 2008 –

Five Distinction Passes, Two Very Good Passes & Two Good Passes.

Professional Qualifications

Successfully completed the Managerial Level and currently proceeding in Strategic level of Chartered Institute of Management Accountants.
(CIMA, UK).

Contact ID: 1-IS8J7X

Managerial level Case Study – Passed all five skills - Business, Leadership, People, Technical and Integration skills

Leadership & Computer Literacy

- Successfully completed Leadership Training Programme conducted by the Ministry of Higher Education.
- Successfully completed BTEC diploma in ICT skills (Accredited by BTEC Edexcel International – UK)
- Successfully completed Certificate in Spoken English with a distinction at ICBT Campus.

Extra-Curricular Activities

School level

- Prefect of K/Kathiresan Hindu ladies college, Nawalapitiya (2007-2008)
- President of Scrabble club K/Kathiresan Hindu ladies college, Nawalapitiya.
- Secretary of the ICT club of K/Kathiresan Hindu ladies college, Nawalapitiya.
- Participated in English Education Camp At Zonal Level.
- Participated in Provincial School Educational Software Competition organized by the Ministry of Education.
- Participated and won prizes in the Tamil and English Quiz & Essay competitions and All island Tamil day competitions
- Won Prizes in Zonal Level English day Competition (Dictation)
- Seylan Bank coordinator, Hindu Ladies College, Colombo - 06

University level

- Inter faculty group dance competition (1st place)
- Inter faculty drama competition (1st place)
- Inter faculty short film competition (1st place)- Best supporting actor award

Additional Skills

- A team player and a leader.
- Excellent communication skills in all three languages and writing skills
- Good Inter personal skills.
- Ability of organizing and being an active member.

Non Related Referees

01. Dr. Dinuka Wijetunga,
Senior lecturer,
Faculty of Management & Finance,
Department of Marketing
University of Colombo.
T.P (Mob) 0773184103
dinuka@mkt.cmb.ac.lk

02. Sundaravel Jebewathani
MBA (Finance), ACMA (SL)
Assistant Director - Finance and Administration, Board of
Investment of Srilanka, Northern Province, Srilanka
T.P (Mob) 0777589491, 0714524844
wathanis@boi.lk

I hereby certify that the particulars furnished above are true and Correct and to the best of my knowledge.

Yours Sincerely,
S. Amirtha