

Adeesha Pramudhi Vindya Perera

03, John Keells Housing Scheme, Enderamulla, Wattala, Srilanka

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CARRIER OBJECTIVE

To be a professionally qualified, dedicated employee in a challenging position, where my interpersonal abilities & acquired skills will be valuable to my employer's goal.

CARRIER OVERVIEW

Capabilities

- Good Organization and coordination skills.
- Ability to work under pressure and meet tight timelines.
- Ability to work independently and grab new technologies instantly.
- Ability to work in multiple projects in the same time and achieve deadlines and meet customer requirements.
- Excellent problem solving skills within the working projects.

Good Knowledge

- Internet
- E-Mail
- CorelDraw
- Ms Office

PERSONAL INFORMATION

Permanent Address - 03, John Keells Housing Scheme, Enderamulla, Wattala, Srilanka

Date of Birth – 13-09-1996

Nationality -Sri Lankan

Gender – Female

Marital Status - Single

Religion - Roman Catholic

NIC No – 967571970 V

General Certificate of Education – Advance Level (A/L)

School Attended

St.Lawrence's Convent, Colombo 04.

Year of Exam

2015 – August

Subject

Grade

General English

S

Accounts

S

Business Studies

B

Economics

C

General Certificate of Education – Ordinary Level (O/L)		
School Attended	St.Lawrence's Convent, Colombo 04.	
Year of Exam	2012– December	
	Subject	Grade
	English	A
	Mathematics	B
	Religion	A
	Social Studies	A
	Commerce	A
	Health Science	A
	Sinhala	A
	Science	C
	Dancing	A
Professional Qualifications		
•	Completed Intermediate 2 nd in English at British Council in 2015.	
•	Currently following The Association Of Chartered Certified Accountants (ACCA) at Mercury Institute & has been completed Foundation stage.	
EXTRA CURRICULAR ACTIVITIES		
<p>Member of the school Commerce Union.</p> <p>Member of the school Zoology Association.</p> <p>Member Of the Catholic Union in the school.</p> <p>Member Of the school junior and senior Dancing Group .</p>		
REFEREES		
Mr. B.A.I.S Dharmasena Proprietor, Iresha Graphics. 78, Balasooriya Mawatha, Kandana. Tel. 0777-801917	Mr..C .Sumanasekara Senior Mechanical Engineer, Sierra Construction Ltd. 23 Havelock RD,Colombo 5 Tel. 0714-946301	

I hereby declare that the above particulars, given by me are true and accurate to the best of my knowledge. If I selected to serve your esteemed organization, I assure you, I will prove all my abilities to do my works to the entire satisfaction of my superiors.

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Date

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Signature