

52 1/a, St Anthony's Rd, Muruthana, Kochchikade, Sri Lanka

J. K. A. HARSHANA PERERA

Career Objectives

To be a strong contributor and a team member in the company where I can apply the skills and knowledge I have gained through studies and professional experience. I want to help add value through hard work and dedication. I look forward to be part of successful company and a team where I can expand my capabilities while continuing to develop my skills and abilities.

Education

Advanced Diploma in Business Application, Republic Polytechnic Singapore (2011 – 2015)

Core Modules Include:

- Manufacturing and logistic
- Marketing
- Sales management
- Business process management
- Hospitality and retail system
- Human resources management
- Healthcare applications
- Project management
- Systems/Networking analysis and design

2010

Diploma in computer studies, American Collage of- IT

2008 - 2010

GCE Ordinary Level

Work Experience

- **Business Analysis , Intern** - Aqua International Pte Ltd, Singapore 2013
 - International shipping service including wide range of services as international shipping, brokerage & Charter, Marine equipment and providing consumer solutions.
 - Researching and Identifying new business ventures and assess market opportunity (market sizing, trends, etc.).
 - Reaching out to current partners and developing new opportunities and assure the customer satisfaction.
 - Helping to shape the marketing strategy of new program areas.
 - Track and manage activities within salesforce.
 - Identify mobile app publisher, web development team needs and ensure they are aligned with company needs.
 - Inventory control, Accounts handling (Quickbook Accounting Software).
 - Customer Support.
 - IT Support (Software & hardware installation, troubleshooting).
- **Senior Server / Bartender 2011- 2015** - Swissotel Merchant Court, Singapore
 - Prepare beverage, Mix Ingredients for cocktails.
 - Assess customer needs and preferences and make recommendation.
 - Replenish and order inventory and supplies.
 - Comply with the food and beverage regulation and maintain the company standards.

Technical Skills

- Manufacturing and logistic (SAP)
- Programming languages - PHP, Java, HTML/XHTML,CSS
- Database systems – SQL Scripting, Oracle
- Business process handling
- Proficient in microsoft office
- Project management

Extra-Curricular Activities

Leadership

- Student Leader in the year of 2009, 2010 - St Joseph vaz college, Sri lanka
- Captain of School boxing Team for two consecutive years 2009 / 2010.

Sports

- Boxing - All island Interschool 2nd Runner up 2009 / 2010.
- Basketball zonal runners up
- Participated in school track events

Others

- Finalist - Republic Polytechnic, Work place Safety & Health Competition 2012.
- Runner Up –Razor Interactivity Challenge Organized by the school of Engineering 2011.
- Performer / Guitarist TRCC.
- Finalist – I star singing competition 2013.
- Performer at international students club programs.

Personal Skills

- Excellent written and verbal communication skills.
- Highly organized and efficient.
- Ability to work independently or as part of a team.
- Proven leadership skills and ability to motivate.
- Cross culture sensitivity.
- Good interpersonal skill.
- Customer Focused.

Personal Information

- Date of Birth: March 07, 1993
- Gender: Male
- Nationality: Sri Lankan
- Marital Status: Single
- Languages: English / Sinhala

References:

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