**GAURI GAMAGEDARA**

50/B,Heepitiya,

Menikhinna.

Tel: 0755815414

0815687504

E mail:ggauri56@yahoo.com

**Objective:**

To be an entity of a well established and prestigious institution for mutual benefits, where I climb a successful career ladder while working best of my ability towards the development of institution.

**Executive Profile**

A purposeful individual willing to accept a challenging position in a progressive, Growth oriented and dynamic organization, with a bachelor degree special in Commerce and Finance and one Year Experience at Kreston MNS & Company.

**Personal Details:**

**Name in Full:**  Gauri Gamagedara

**Date of Birth:**  13.12.1988

**Passport Number:**  N3589892

**Visa Type:** Visit Visa

**Validity Period:** 05.05.2014 To 04.07.2014

**Language known:** Sinhala & English

**Nationality:**  Sri Lankan

**Civil Status:** Single

**Core Competencies:**

* Strong Personality with leadership skills.
* Advance knowledge in Accounting and Finance.
* Computer Literacy and knowledge in EX and Quick Book accounting packages.
* Supporting and motivating staffs towards company objectives.
* Integrating up-to-date communication and administration handling techniques
* Creation and Maintenance of Supportive Environments.
* Ability to work as teams
* Establishing Learning Partnerships with professional staffs to motivate learning and development.
* Ability to work under pressure.

**Academic Qualifications:**

**Bachelor Degree**

Bachelor of Commerce (Special in Finance) Degree (2008/2012)

(University of Kelaniya, Sri Lanka) (Second Class (Upper) Division Honors)

**Major Subjects**

* Financial Accounting
* Advance Financial Accounting
* Cost and Management Accounting
* Business Statistics
* Financial Management
* Cost Benefit Analysis
* Computer Based Accounting
* Financial Statement Analysis
* Taxation
* Auditing

**GCE (A/L) Examination – 2007(Walala A/Rathnayake Central Collage,Kandy,Sri Lanka)**

* Accounting
* Business Studies
* Economics
* General English

**GCE (O/L) Examination - 2004( Walala A/Rathnayake Central Collage,Kandy,Sri Lanka)**

**Computer Proficiency**

* Successfully completed the Computer Application course, conducted by the Department of IT in the Institute of Chartered Accounts of Sri Lanka
* Successfully completed the Certificate Course in Computer Literacy course, conducted by the University of Kelaniya, Sri Lanka

Course contents: Introduction of IT, MS Word, MS Excel, MS Power Point, MS Access, Internet and E-mail.

* Good working knowledge on MS Office packages. (Especially in MS Word, MS Excel, MS Power Point), Internet and E-mail and have good knowledge on type settings.
* Working Knowledge on Accounting Packages such as EX and QB packages

**Professional Qualifications:**

**Institute of Chartered Accountants of Sri Lanka (ICASL)**

**Passed Strategic Level 1 Examinations**

* Strategic Management Process
* Advance taxation and Strategic Tax Planning
* Strategic Management Accounting

**Certificate in Accounting and Business Examinations 11**

* Audit and Assurance
* Fundamentals of Management Accounting

and Business Finance

* Information Management
* Accounting Applications and Taxation
* Business English II

**Certificate in Accounting and Business Examinations 1**

* Introduction to Financial Accounting
* Introduction to Decision Making Techniques
* Business Communication
* Introduction to Business

**Employment Record:**

***Kreston MNS & Co (Charted Accountants), Colombo 02, Sri Lanka***

***I have completed 1 year Articles with Kreston MNS & Co in the period of 2012to 2013***

**Responsibilities:**

* Dealt with leading clients in sectors such as Manufacturing, Educational, Trading, Construction and Services.
* Carry out compliance tests to test the internal controls available within the organization.
* Collect audit evidences to form an opinion on the financial Statements.
* Prepare financial accounts and compute corporate tax.
* Attend stock counts.
* Attend Physical Verification of Cash.
* Have discussions with the Management to obtain audit evidences.
* Prepare Internal Audit Reports.

**Extra-Curricular Activities:**

* Was a Member of the School Senior Prefect Guild (2005-2006)
* Was the Secretary of the Commerce Students Association of the School. (2005-2006)
* Was a member of champion Elle team of fresher’s sport program held by university of Kelaniya

**Non - Related Referees:**

K.G.M.Nanayakkara, S.M Nawarathna

Lecturer, Teacher

Department of Commerce & A/Rathnayake Central College

Financial Management Kandy

University of Kelaniya. Tel: 094 077 614 8 678

[Tel: 094](Tel:094) 011 291 4 485

I declare the information provided by me in this application is true, correct, and complete to the best of my knowledge.

10.06.2014 Gauri

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Date Signature