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| C:\Documents and Settings\MYW\Desktop\SCANER\P 4 001.jpgWIDANAKAMKANAMGE AMALI INDUNIKA |

## nissniss2012 @ gmail.com

**ADDRESS :**  157/1, **TEL** : 077 9099741

Pasal Mawatha ,

Halpita,

Polgasowita,

.

**PERSONAL DATA**

## **DATE OF BIRTH :** 08 th October 1978

**SEX :** Female

**CIVIL STATUS :** Married

**NATIONALITY :** Sri Lankan

###### SCHOOL ATTENDED

St Thomas Girls High School - Matara.

**EDUCATIONAL QUALIFICATIONS**

## **Passed the G.C.E.(Ordinary level) Exam as follows,**

Mathematics - C Buddhism - C

Commerce - S

Social Studies - S English - C

Sinhala - C Music - S

**Passed the G.C.E.(Advanced level) Exam in as follows,**

Sinhala - S Geography - S

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**PROFFESSIONAL QUALIFICATIONS**

* Diploma in Microsoft office (Vocational Authority)
* Certificate course in English Diploma (American College of Higher Education)
* Certificate Course in English Stenography Course (NAITA)

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| **WORKING EXPERIENCE** |

* Worked as a Secretary at Chesterfield Clearing & Freight Forwarding Company in Bambalapitiya -2002 to 2005
* Worked As a Secretary and Marketing Executive at World Express CMB Ltd in Kollupitiya -2005 to 2007.
* Worked as a Computer Operator at Mack woods Group of Company PLC

2009-2010

Non Related Referees

1.Mr A.M.Shanil Fernando,

Managing Director,

World Express CMB Ltd.,

No.16,Sri Dharmakeerthiyama road,

Colombo 03.

2.Mr S.Solomans,

Manager Rubber,

Agalawatta Plantation PLC

Mackwoods Company,

Colombo 08.

I do hereby certify that the above particulars are true and correct to the best

Of my knowledge .

Thank you,

Yours truly,

Amali Indunika

**Salary Expectation- 30,000-**