A.A.Nadeesha Harshani Amarasinghe

67, Wathumulla, Udugampola.

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**Personal details**

* Nationality : Sri Lankan
* Civil Status : Single
* Date of Birth : 06/10/1990
* Age : 23 years old
* Gender : Female
* N.I.C. : 907804003v

**Working Experience**

* I’m underwent an 18 days program career skill on ASAP (Accelerated Skills Acquisition Program) endorsed by The Ceylon Chamber of Commerce.
  + Career Success Skills
  + English Language Skills
  + Computer Skills
* Worked as Data & Document operator at FDK Lanka, Katunayake

1 Year.

**Professional Qualifications**

* Following a AAT ( Association of Accounting Technicians of Sri Lanka)

Stage 1 & Stage 2

* Successfully completed **SLCDL (Sri Lanka Computer Driving License)** at **NAITA** at Gampaha in 2012 under the mentioned subjects
  + Introduction to Operating System
  + MS Word 2007
  + MS Excel 2007
  + MS Power Point 2007
  + MS Access 2007
  + Internet & E-Mail
* Successfully completed **Higher Diploma in Computer Science** at **Infortec International** at Gampaha in 2012 under the mentioned subjects
  + Fundamentals of IT
  + MS Word 2010
  + MS Excel 2010
  + MS Power Point 2010
  + MS Access 2010
  + Hardware Engineering
  + Internet Technology, Networking & Web Designing (HTML & CSS)
  + Data Base Management System
  + Finance
  + Management Information System
  + IT Project Management
  + Human Resource Management
  + E-Commerce
* Successfully completed **Diploma in computer science** at **Challenge IT** at Gampaha in 2007 under the mentioned subjects
  + Introduction in Computers
  + Introduction in Computer Hardware
  + Windows 98, 2000, XP
  + MS Word 2003
  + MS Excel 2003
  + MS PowerPoint 2003
  + MS Access 2003
  + Visual Basic 6.0
  + CorelDraw 11.0
  + Adobe Photoshop 7.0
  + HTML
  + Internet & E-Mail
* Passed **City & Guilds** **Entry Level 3 Certificate in ESOL International (Spoken) (Achiever B1)** in 2012
* Successfully completed 4 months prescribed program of **Diploma in English** at **The Best English Faculty** in 2012
  + Written A
  + Speech A
  + Project A

**Educational qualifications**

* School attended
  + **President’s College, Minuwangoda**. 2001- 2009
  + **Sudarshana Kanishta Vidyalaya, Asgiriya.** 1996-2000
* Successfully completed

G.C.E. O/L Examination 2006

Subject Grade

* Buddhism A
* Sinhala lit. A
* Buss. & Acc. A
* Development St. A
* English A
* Sinhala B
* Social St. B
* Mathematics C
* Science C
* Dancing C
* Successfully completed

G.C.E. A/L with **Mathematics** stream in 2010

Subject Grade

* Physics S
* Chemistry S
* Combined mathematics W
* General English S
* The colombo young men’s Buddhist association Dhamma and Abhidamma examination (English Medium)

Subject Grade

* Basic D
* Junior Part – 1 C
* Successfully completed **Dhamma Schools final certificate examination** 2006 - 6165966

Sri Sujatha Daham Pasala, Asgiriya Purana Rajamaha Viharaya, Asgiriya, Gampaha.

Subject Grade

* Life of The Buddha D
* Buddhism & Proficiency in Pali C
* History of Buddha Sasana C
* Buddhist Culture C

**Extra-curricular activities**

* **Senior Prefect** in President’s College at Minuwangoda in 2007- 2008
  + As a member of organizing community of English Day
  + As a member of organizing community of Teaching Day
  + As a member of organizing community of Prefect Day
  + As a member of organizing community of Sinhala Day
* **Senior Prefect** in Sri Sujatha Dhamma School at Asgiriya in 2006
* As a **member** of Saradharma Senankaya did a good service to the school
* **Group leader** of aeon group Infortec International
  + Participated personal development programs
* **Project Manager** of the Final Project as I did one of the group work
* My personal project is my web site

**None related referees**

* N.A.R.Gunasekara

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Singha Cement pvt (ltd)

Peliyagoda

* J.T.S.T.Jayawardane

0774129671

Research engineer

Industrial technology institute (ITI)

Bauddhaloka Mawatha,

Colombo 07.