**CURRICULUM VITAE**

**M. H. Fatima Farzana**

**60/33 T1, TORRINGTON AVENUE, COLOMBO 07**

**TELEPHONE: 0755099078/0768095555**

**Career Objectives:** To work within the framework of the organization for the benefits of the

Organization as well as to improve my professional career where buy

Obtain consistency in my life in the future.

**PERSONAL INFORMATION**

* **Name with initials** **:** M.H.FathimaFarzana
* **Name in full :** Mohamed Haneef Fatima Farzana
* **Residence :** NO: 60/33 T1, Torrington Avenue,Colombo 07.
* **Civil status :** Single.
* **Nationality :** Srilankan.
* **Date of Birth :** 1995.08.16.
* **Age :** 20.
* **N.I.C NO :** 957290787V.
* **Gender :** Female.
* **Religion :** Islam.
* **Contact NO :** 0755099078/0768095555
* **School Attended :** St. Clare’s College, Colombo 06.

**Education Qualification**

* I have got through my G.C.E (A/L) Examination in the year of 2014.

**SUBJECTS : GRADE**

* Economics : A
* Business Studies : B
* Accounting : C
* Genera English : S
* General Knowledge : 50 Marks

* I have got through my G.C.E (O/L) Examination in the year of 2011.

**SUBJECTS : GRADE**

* Religion : A
* Tamil : B
* Mathematics : B
* Commerce : B
* Tamil-Lit : B
* English : C
* History : C
* E-Documentation : C
* Science : S

**Extra Qualifications**

* Senior Prefect (2013-2014)
* Member of commerce union.
* Treasurer of Islamic society.
* Successfully completed Spoken English Course Level 1 & 2 in Royal Institute.

**Computer Skills**

* Diploma in Microsoft Word.
* Currently following “Diploma in Graphic Designing” at Asian Computer Studies.
* Currently following “Diploma in Quick Book” at Asian Computer Studies.

**Special Skills**

* Fluent in Tamil.
* Good command in English.
* Fluent in Sinhala.

Non-Related Refrees

1. Ms. T. Nagulesapillai

Teacher, St. Clare’s College.

Wellawatta, Colombo 06.

Mob: 0779491097

1. Mr. Dilip Kumar

Post Sales & Reservation Manager,

Janco Travels,

Thimbirigassaya.

Mob No: 0777221717

**I hereby certify that above furnished particulars are true and authentic to the best of**

**My knowledge.**

**Date**  **Yours sincerely,**

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