**** **K.Gowthamy**

No 7, 6/7

Collingwood Place

Wellawatte

077-6514547

E- mail: [ghandigowthamy@yahoo.com](mailto:ghandigowthamy@yahoo.com)

**Personal Profile**

* Full name : Gowthamy Theepan
* Date of birth: 02.04.1990
* Nationality : Sri Lankan

**Academic and professional qualifications**

* **BA. (Honors)** in Business and Management Studies, International College of Business & Technology (ICBT), 2013/2014.
* Successfully completed HND in business management and Human resource management from ICBT **(Batch Topper)**.
* Successfully completed the Foundation course and Certificate course in **Human Resource Management from IPM with Distinction Pass.**
* Successfully completed the course of study and the examination of the “Certificate in Business English” from university of Colombo.
* G.C.E A/L Bio stream (3 S).
* Obtained A grade in General English in A/L.
* G.C.E O/L (6A, 1B, 3C).

**Memberships**

* Associate Member of Junior Chamber International (JCI), Sri Lanka

**Work Experience**

* Appointed as “HR Manager” for the short term project “Reach”, the non-profit organization formed for degree module requirement.

**Skills Profile**

**Computing skills**

* Competent user of Microsoft Word, PowerPoint and Excel.
* Experienced E-mail and Internet user.

**Communication skills**

* Public speaking skill.
* Good PR skills.
* Drafting formal reports and letters.
* Fluent in English (Speaking and writing).
* Ability to talk Tamil, English and Sinhala.

**Non-Related Referees**

Mr. R. Ranaweera

Head of Faculty – Business Management (Undergraduate)

ICBT City Campus

777 809 819

Mr. C. Anuruddha Yapa

Lecturer and Student Council Adviser

Faculty of Business Management

ICBT City Campus

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