**P. Nilanka Nadeeshani Thilakawardane**

C/o K. Ganegoda 200D/2,

Ganegodawatta,

Dalugama,

Kelaniya.

077-3563309/071-3232755

[nilanadee95@gmail.com](mailto:nilanadee95@gmail.com)

**Personal Information**

Date of Birth -: 1988.08.22

Gender -: Female

Civil Status -: Single

NIC No -: 887350353V

Permanent Address -: No:20, Light House Park, Kapugama, Devinuwara.

**Education**

President College Matara. G.C.E. (O/L) in 2004.

|  |  |
| --- | --- |
| **Subject** | **Grade** |
| Sinhala | C |
| English | C |
| Social Studies | C |
| Buddhism | C |
| Science | S |
| Music | S |
| Home Economics | S |
| Mathematics | W |

President College Matara. G.C.E. (A/L) Art Subject in 2008.

|  |  |
| --- | --- |
| **Subject** | **Grade** |
| Sinhala | A |
| Drama | B |
| Geography | C |

**Professional Qualification**

**I have completed a Diploma in Information & Communication Technology (ICT) at IDM Matara.**

|  |  |  |
| --- | --- | --- |
| ***Course Modules*** | ***Marks*** | ***Grade*** |
| Fundamentals of Information & | 65.5 | A |
| Communication Technology (part I). |  |  |
| Introduction to windows & packages, Animations. | 79 | A+ |
| Personal Skills Development | 84 | A+ |
| Web Design & Development | 80 | A+ |
| Program Design Methodologies (PDM) | 63.5 | B+ |
| Object Oriented Programming with VB.net | 82 | A+ |
| Fundamentals of Information & | 71.5 | A |
| Communication Technology (part II). |  |  |
| Project Work | 84 | A+ |

Followed the Certificate Course in “Professional Video Editing – Television & Film (Final Cut Pro)” conducted by Sri Lanka Television Training Institute.

Following a Beauty Culture NVQ Course (National Vocational Qualification) in Wajira Lokuge Academy.

**Work Experience**

**Four and half year working experience in IT field.**

1. **Innodata Isogen Lanka (PVT) LTD**. (ISO 9001-2000) is engaged in data conversion. Activities with companies based in the USA. The Sri Lanka branch carries. Out those project and delivers converted data back to the clients.

I Joined Innodata Isogen Lanka (PVT) LTD on 2010.05.24 to 2012.05.31 as a **Production Associate** in Production Department.

* XML Conversion.
* Data Processing.

1. Worked as an **IT Assistant** at **M.D. Gunasena (Pvt) Ltd** from 2013.02.02 to 2013.09.16
2. I joined as a **Document Specialist** at **RR Donnelly** from 2014.05.29 to 2015.11.26.

**Extra Curricular Activities**

* Member of the school Media Club.
* Member of the school Netball team.
* Secretary of the school Sinhala Literature Society.

**Details of non-related referees**

Ms. T.W.G.D. Welideniya

Accountant,

American Center for International Labor Solidarity,

Pamankada Lane,

Wellawatta

071-8655070

011-2365211

Ms. R. M. Jayathilaka

Senior Assistant Manager-Litigation

Sri Lanka Insurance Corporation,

No. 20,

Vauxuall Street,

Colombo 02.

0777-794753

011-2357322

I hereby certify that the particulars submitted by me in this curriculum vita are true and accurate of the best of my knowledge and belief.

Thank you.

Yours faithfully,

P. T. NilankaNadeeshani.