**CURRICULUM VITAE**

Adikari Mudiyanselage Saranga Dewmini

No: 63, Digana Village,

Digana, Rajawalla

Tel: +94-077-1230779

**Career Objective:**

To begin a new career with sound academic and professional background in an organization that Offers Opportunities, for advancement and achieve future objectives, as well as to face new challenges. In the fast paced arena of a worldwide recognized organized organization to meet new dynamic work atmospheres, and successfully accomplish all targets, organizational goals, and objectives and face challenges emerge on the successfully.

* **Professional Qualifications:**
* Still I flowing the external Degree in Kelaniya University
* I have successfully followed Diploma in Office Automation at Vocational Training Authority
* I have successfully followed Certificate Course in Computer Technology at National Youth Council.
* I have successfully followed Graphic Designing Course at Wijaya Graphic, Sri Lanka
* I have successfully followed Certificate in ICT Course at Tec Sri Lanka
* **Key Skills**
* Conversant with software such as AutoCAD, MS Office including Windows XP, Seven Operating.
* Fluent communication skills in both English and Sinhala with good professional practice ideas.
* A quick learner of new technologies and willing to put in extra effort to use them, if the project requires it at required time.
* **Presently Working**
* I presently working as a Computer Operator in Central Engineering Consultancy Bureau

(Carpeting of Provincial Road Project – Kandy)

Preparation of subcontractor’s payments

Store keeping

Working as a Typist

* **Working Experiences:**
* I have worked as a Computer Operator In Ceylon Electricity Board - Kandy

Preparation of Payment Details

* I have worked as a Computer Operator in Ministry of Higher Education – Colombo

Preparation of payment details

Preparation of Building Estimate for Ministry braches in North and East Province

* I have worked as Computer Operator in Cad Master Drafting, Digana.
* **Education Qualifications:**
* G.C.E. (A/L) Examination (2006)

**Subject Grade**

* Sinhala C
* Logic C
* Political Science S
* G.C.E. (O/L) Examination (2002)

**Subject Grade**

* Buddhism B
* Social Studies B
* History B
* Home Economics B
* Health & Physical Edu. B
* Mathematics C
* English C
* Sinhala C
* Science S
* Dance S
* **Extra Curricular activities:**
* Senior Prefect of the Collage Prefect Guild (2000)
* Captain of Collage Cadet Team (1996)
* Member of Collage Buddhist Association (2000)
* Player of Collage Netball and Volleyball Team
* Member of Drama Team (2000)
* Member of Collage Western Band
* **Personal Details**

Permanent Address : No: 63, Digana Village, Digana, Rajawella.

Gender & Marital Status : Female / Single

Age : 26 (25-08-1986)

Nationality : Sri Lanka

National ID No : 867380043 V

School Attends : Badulla Central Collage & Sujatha Balika M.V. Badulla

* **Non Related Referees:**

Mr. Eng. S.M.P. Siriwardana,

Procurement Specialist,

Kandy City Wastewater Management Project,

National Water Supply & Drainage Board,

Peradeniya.

Tel: +94-081-2384717

+94-077-2069111

Mr. S.L.K. Amir

Personal Officer,

Nilagama,

Digana.

Tel: +94-071-8409837

I hereby declare that the particulars given above are true. I would like to Work in your company according to your company’s rule and regulations, and I promise that, I will try my level best for the success of the company.

Dewmini

Date: 31-11-2012 Signature of Applicant