

NIC No

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Address

Flat No 1202, Baks Al Nahada New Building, Amman street, Al Nahada2

Dubai, UAE.

DOB

10 July 1985

Marital status

Married

School Attended Bandaranayake College

Gampaha (WP)

PROFILE

Dynamic and results-driven manager with over 18 years of experience leading teams to exceed targets and drive operational excellence. Adept at strategic planning, team leadership, and process optimization, with a proven record of managing budgets. improving productivity. and fostering performing, cohesive teams. Skilled in leveraging data-driven insights to streamline operations, enhance customer satisfaction, and ensure alignment with organizational goals. Known for a collaborative leadership style, commitment to professional growth, and a proactive approach to overcoming challenges in fast-paced environments.

EXPERTISE

- Managing and Supervising staff
- Customer Service
- Trade
- Pawning & Gold Loan Operations
- FD's & Accounts Opening
- Credit Management
- Cash & Cleaning Operations
- Auditing & Accounting
- Advanced Microsoft Excel

PROFESSIONAL EXPERIENCES

OPERATIONS MANAGER - DUBAI

Sea Master Shipping

July 2023 - to present

VAE, Dubai

- Logistics Cordination
- Inventory Management
- Vendor Relations
- Documentation & Compliance
- Customer Service
- Cost Optimization

BRANCH MANAGER - RANPOKUNUGAMA BRANCH Seylan Bank PLC

M January 2022 - May 2023

Sri Lanka, Colombo

- · Establishing relationships with clients by providing personal attention to their banking needs
- · Monitoring interest rates, exchange rates, and other economic indicators to identify opportunities for profit or loss
- . Managing operations such as budgets, capital expenditures, cash flow, and accounting activities
- Evaluating loan applications based on the borrower's credit history, assets, liabilities, income, and other factors
- Providing financial advice regarding investments, risk management strategies, insurance policies, and other services to meet clients' needs
- Supervising staff members including tellers, loan officers, bookkeepers, secretaries, and other administrative personnel

EXECUTIVE OFFICER & CREDIT MANAGER - GAMPAHA BRANCH Seylan Bank PLC

August 2014 - January 2022

Sri Lanka, Colombo

- Handle Pawning & Gold Loan Operations.
- Handle Credit Operations
- Handle Clearing Operations

BANKING OFFICER & TRAINEE BANKING ASSISTANT I & II -WELIWERIYA BRANCH & WELIMADA BRANCH Seylan Bank PLC

February 2005 - August 2014

Sri Lanka, Colombo

- · Handle Cash Operations.
- Handle Accounts Opening & FD's.
- Handle Clearing Operations.
- . Handle Auditing & Accounting.
- Handle Pawning & Gold Loan Operations.
- Credit Operations.

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EDUCATION

G.C.E O/L - 2001
Bandaranayake College - Gampaha

Passed with 7-A, 1-C

G.C.E A/L - 2004
Bandaranayake College - Gampaha

Passed with 1-A, 1-B, 1-S

COURSES - 2006
Institute of Banking Sri Lanka

Qualified in Certificate in Banking & Finance

LANGUAGE

English: C1 (Advanced)

INTERESTS

- · Participate in recreational activities
- Travelling
- · Watching movies and TV series

REFEREES

Available on request.

CORE COMPETENCIES

- Strategic Planning & Execution
- · Team Leadership & Development
- Budgeting & Financial Management
- Process Optimization & Efficiency
- Performance Tracking & Reporting
- Customer Relationship Management
- Cross-functional Collaboration