

## AMALI HATHURUSINGHA



### CONTACT

[G Mail-](mailto:amalimadhubhashini93@gmail.com)  
[amalimadhubhashini93@gmail.com](mailto:amalimadhubhashini93@gmail.com)

Contact No – 056 7121160

### PERSONAL DETAILS

Date of Birth : 1993-08-28  
Nationality : Sri Lanka  
Gender : Female  
Passport Number : N 8829972  
Passport Status : Own Visa

### SKILLS

Relationship Building

Time Management

Dedicated Service

Working Honestly

Team Work

### OBJECTIVE

I am inclined to work in a challenging atmosphere, which provides me the opportunity for learning & growth so that I can contribute to the success of an organization.

### EXPERIENCE

#### Lathifa Hospital – Jadaf (Dubai-UAE)

2022-08-01 - 2024-06-03

##### **Services Assistant**

- Helping patient by pushing wheel chairs & Beds.
- Brining lab samples from wards to lab.
- Distributing medical documents within the wards.

#### Aqua Life Waters Pvt Ltd – (Kurunegala-Sri Lanka)

2017 - 2021

##### **Administration Officer**

- Customer handling.
- Managing office stock.
- Preparing regular reports.
- Organizing company records.

#### Sehansa Super – (Kurunegala-Sri Lanka)

2015 - 2017

##### **Cashier**

- Processing sales transactions and taking payments.
- Calculating the cost of products.
- Answering customer questions about products or services.
- Reconciling cash drawers and sales receipts.
- Maintaining clean and tidy checkout and merchandise areas

### EDUCATION

#### **THRM Pvt Ltd (Kurunegala/Sri Lanka)**

2015 (Obtaining Great Pass)

HR Diploma Course

#### **Cambridge English School (Kurunegala/Sri Lanka)**

2015 (Obtaining Great Pass)

English Diploma Course

#### **Nisco Youth Center (Kurunegala/Sri Lanka)**

2014 (Obtaining Great Pass)

Computer Diploma

#### **Education Department (Colombo/Sri Lanka)**

2013 (1-B Grade Passed, 1-C Grade Passed, 1-C Grade Passed)

GCE Advanced Level

#### **Education Department (Colombo/Sri Lanka)**

2009 (1-A Grade Passed, C-4 Grade Passed, 1-S Grade Passed)

GCE Ordinary Level