

PIYUMIKA ISURUMALI GUNARATHNA



CONTACT

📍 448, Mehiella, Kurunegala

☎ 0712258595

@
piyumikaisurumaligunarathna@gmail.com

PERSONAL DETAILS

Date of Birth : 02/12/1999

Marital Status : Single

Nationality : Srilankan

Gender : Female

NIC No : 998370418V

SKILLS

Team work

Problem Solving

Attention To details

Time Management

Flexibility

Customer Service

Communication

Decision Making

LANGUAGES

English

OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

EDUCATION

Ku/ Sri Nissanka College

2015

GCE OL Examination

Vision English Academy

2016

English Course

Ku/Sri Nissanka College

2018

GCE AL Examination

College of Technology

2019

Secretarial Practice Course - NVQ Level 4 (English Medium)

IMBS Green Campus

2021

Diploma In Human Resource Management

IMBS Green Campus

2022

Diploma In Information Technology

EXPERIENCE

Management & Financial Solutions PVT (LTD)

2020 - 2021

Secretary

I have one year working experience as a **Secretary** Management & Financial Solutions PVT LTD

Samurghi Bank - Mallawapitiya Branch

2021 - 2022

Computer Operator

I have one year working experience as a **Computer Operator** in Samurghi bank

Hela Apparel Holdings

2022 - 2023

HR Assistant

I have one year working experience as a **HR assistant** in hela apparel holdings