

DHANUSHKA CHATHURANGA

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Address - 49th street, 25th villa, Al bada'a, Satwa



"I am an enthusiastic and motivated individual eager to start a career in the hotel industry. I approach every task with a responsible and proactive mindset, thriving in collaborative settings where teamwork is essential for achieving outstanding results. Though I am new to the field, my background includes foundational training in customer service and operational management, including a course at the Colombo Bartender & Barista School in 2024. I am excited to bring my skills and dedication to a dynamic hotel environment, where I can contribute to delivering exceptional guest experiences and learn from industry professionals."

JOB EXPERIENCES

Kitchen Helper

Peacock Beach hotel - Unawatuna

September 2023 to June 2024

Peellagoda, Unawatuna, Galle, Sri Lanka

- Sanitizing the kitchen utensils and plates.
- Maintaining proper sanitation of the kitchen.
- Following all food safety and hygiene standards.
- Cleaning the kitchen floor by mopping and sweeping
- Disposing of trash and swapping out garbage bags
- Washing, drying, and storing all dishes and kitchen tools
- Unloading food items from delivery vehicles
- Assisting cooks with meal prep by washing, cutting, peeling, and slicing ingredients
- Assembling takeout orders for customers
- Tidying and sanitizing tables for the waitstaff when needed
- Restocking condiments and other table supplies

Occupational Health & Safety Officer

Brandix Apparel Solutions Private Limited - Essential

August 2021 to August 2023

EPZ, Koggala, Habaraduwa, Galle, Sri Lanka

- Develop an OHS culture in workplace.
- Help implement health & safety policies and programs that promote employee engagement and satisfaction.
- Conduct risk assessment and address to the relevant parties.
- Complete job hazard assessment to identify work-related hazard and apply safety mitigation techniques to lower risk.
- Conduct all safety-related activities including training materials development, review, and conducting site inspections.
- Coordinating management review, committee meeting, customer compliance meetings.
- Maintain confidential data and attend to the customer.
- Conducting compliance audit to assess adherence to internal bylaws, rules and regulations, standards - ETI/ SMETA, SLCP, WRAP and customer codes of conduct - NIKE, LACOSTE.
- Govern all employees follow the safety policies and safety practices.
- Conduct fire drills and emergency drills.
- Identify skill gaps and provide targeted training solutions.
- Accident investigation and reporting to the relevant parties.
- Maintain and observed the medical center process.

Maintenance Associate & Data Entry Operator

Brandix Apparel Solutions Private Limited – Essential

November 2016 to September 2021

EPZ, Koggala, Habaraduwa, Galle, Sri Lanka

- Enter data accurately and efficiently into computer system and database.
- Verify data by comparing it to source documents and checking for completeness and accuracy.
- Organize files and maintain documentation in a systematic manner.
- Ensure data integrity and security by following data entry procedures and protocols.
- Retrieve and update data as required.
- Generate reports and assist in data analysis as needed.
- Maintain confidentiality of sensitive information
- Plan and schedule update in routine maintenance task
- Conduct inspections to identify maintenance issues.
- Ensure compliance with safety and environmental regulation during maintenance activities.
- Keep accurate records of maintenance performed and machines condition.
- Developing and implementing preventive maintenance schedules.
- Collaborate with other departments to coordinate maintenance efforts and minimize downtime.
- Coordinate with the technical team.

Document Specialist

RR Donnelly Outsource Private Limited

October 2015 to October 2016

Colombo, Sri Lanka

- Review, editing and formatting documents to ensure them according to the company's standard and client requirements.
- Deliver the documents on time to publish in SEC.
- Collaborate with team members and complete the job tasks.

EDUCATION QUALIFICATIONS

- Course on ISO 45001:2018 Occupational Health and Safety Management System Auditor / Lead Auditor Training Course 2023 - SGS
- Certificate course on Occupational Health and Safety 2022 - National Institute of Occupational Safety and Health
- Advance Diploma in Computer & Networking 2017 - IDM Achievers International Campus
- Diploma in English 2014 - IDM Nations Campus
- Course on Critical Media and Information Literacy 2021 - UNDP Sri Lanka
- Successfully passed the G.C.E. Advanced Level - 2013 and G.C.E. Ordinary Level examination – 2010

ADDITIONAL QUALIFICATIONS

- Basic Fire Fighting and Rescue Training 2021 - Colombo International Nautical and Engineering College
- Course on Professional Barista Skills and Café Management 2024 - Colombo Bartender & Barista School
- Successfully Completed the One-day HACCP/ISO 22000 Food Safety Training Programme 2024 – Colombo Bartender & Barista School
- Participated in Fire Safety Management Online Course 2023 – ITC International Labour Organization
- Participated in Essential of Fire Safety Inspection Online Course 2023 – ITC International Labour Organization

- Participated in Persona Development Camp Organized by Infortec International 2015

ADDITIONAL EXPERTISE

- Training and Development
- Communications
- Adaptability & Punctuality
- Team Leadership
- Time Management & Organizing
- Quick Problem Solver
- Process Improvement
- Data Analysis and Reporting
- Employee Engagement
- Presentation/ Public Speaking
- Hazard Identification
- Risk Assessment

SOFTWARE KNOWLEDGE

- Microsoft Office
- Accident and Incident reporting system - Emojot Application
- OHS License Tracker - Emojot Application
- Internet/ Email / Web application
- MS Teams
- Spreadsheets

LANGUAGE PROFICIENCY

- English
- Hindi
- Tamil

PERSONAL INFORMATION

- Name in full - Dehigaha Waththage Dhanushka Chathuranga
- Date of birth - 17th June 1994
- Age - 30 Years
- Civil Status - Unmarried
- Visa Status - Visit Visa
- Nationality - Sri Lankan

REFREES

- **Mr. S.M.Nishantha Bandara**
Assistant General Manager
Colombo Bartender & Barista School Pvt. Ltd
Email- sinhabahubandara@gmail.com

I am well-prepared to commence my role immediately and can readily accommodate the company's preferred start date.