

G. HASHANI UMESHA GARUSINGHE



PROFILE

A hard-working person who likes to face and work in a challenging environment. Has skills for teamwork and high skills for achieving personal and company goals. I am willing to expand my skills and try out new challenges that may come my way to impact my maximum potential for the betterment of the workplace while developing my skills and career and I am looking for opportunities to enhance my skills and knowledge.

PERSONAL INFO

- Date of Birth : 07/12/1998
- Passport Number : N11179140
- Gender : Female
- National : Sri Lanka
- Gmail : hashiniumesha13@gmail.com
- Contact : +971525406265
- Address : Al Satuwa, Dubai

SKILLS

- Leadership
- Management
- Organizational
- Positive Thinking
- Hard Work
- Communication & Understanding
- Good Looking
- Team Working

LANGUAGES

- Sinhala
- English

EDUCATIONAL

- General Certificate Education of
 1. Ordinary Level Examination - Passed
 2. Advance Level Examination - Passed

WORK EXPERIENCE



SINIOR AUDITOR

SBN Associate 2018 January to 2020 December

- Entering Quick Book/ Tally/ Xero Accounting Package
- Preparing Year-end Financial Accounts
- Handling Company Tax Areas
- Preparing Audit Reports
- Preparing Management Accounts
- Handling Company Sectary Areas



STUART/ WAITRESS

The Garden Well Café & Restaurant (Maldives) 2021 January to 2021 December

- Present price list & food/beverage descriptions
- Present foods & beverages
- Cleaning Plates & Cups
- Making Normal Teas & Coffees
- Table Cleaning



CASHIER

The Garden Well Café & Restaurant (Maldives) 2022 January to 2022 December

- Customer Handling
- Cash Handling
- Cash Float Opening & Closing
- Cash Counting



SALES EXECUTIVE

The Garden Well Café & Restaurant (Maldives)) 2023 January to 2024 January

- Customer Handling (Over the Phone)
- Stuart Team Management
- Monthly Sales Target Cover
- Handling Sales System
- Get New Sales
- Introduce Products & Prices

REFERENCE

- SBN Associate – Chartered Accountant
Mr. Chinthaka Priyanga - +94 767 445 693
- The Garden Well Café – Manager
Mr. Asam Fasil - +94 766 790 116