



# IMESHA RANGANI

## PERSONAL DETAILS

**Full Name:**

Dematagaha kotuwe Gedara  
Imesha Rangani

**Date Of Birth:**

3<sup>rd</sup> August 1992

**Gender:**

Female

**Nationality:**


Sinhala (Sri Lanka)


**Civil status:**

Single

## CONTACT

 [Imeshamrangani@gmail.com](mailto:Imeshamrangani@gmail.com)

 (+971)0506012857

 Dubai

## SKILLS

- Analytical thinking
- Planning & time management
- Strong communication
- Accuracy and attention to details
- Organization and prioritization
- Problem solving
- Team leadership
- Strong Customer service

## LANGUAGES

**SINHALA** 100%

**ENGLISH** 85%

I am a diligent, well-prepared, and meticulous person. I'm a great team player with strong interpersonal skills, and I'm eager to learn new things. I am trustworthy and dependable, and I frequently look for new duties in a variety of professional fields. I approach my work and complete tasks in a proactive and dynamic manner. I make decisions quickly and firmly. I locate and create possibilities.

## EDUCATION

- Bachelor of commerce (general) external degree University of Sri Jayawardenepura.
- I have completed six-month program with B+ pass specializing in the fundamentals of information technology, Operating system, Office application, Multimedia and Internet E-mail at MICROVISION Computer Training Institutes and CAD Center on 2013.
- I successfully completed the special training as a banker. Assistant at Data Information Bureau (pvt) Ltd. 2012.
- I have completed six-month certificate in computer studies program at MICROVISION Computer Training Institutes on 2022.

## EXPERIENCE

- Factory Oversight Assistant Manager at Divine Lanka Group Of Company (Pvt) Ltd in 2024.
- Store keeper at Divine Lanka Group Of Company (Pvt) Ltd in 2023.
- Cashier in Salinda supermarket, Kalaniya. (2020-2022)
- Cashier in Chef99 Restaurant Gampola (2019-2020)

## ADVANCED SKILLS

- Ability to work with Microsoft Office
- Handling the mail system.
- GRN and PO handling
- Ability to manage Store System duties.

hereby declare that the details and information given above are complete and true to the best of my knowledge.