



JAYATHILAKA MUDIYANSELAGE NILMINI DILRUKSHI



Dubai, UAE



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"Tourist Visa, Can Join Immediately"

PROFILE SUMMARY

Seeking a challenging position in the organization with healthy working environment where I can improve and utilize my skills and knowledge efficiently for the personal and organizational growth.

EDUCATION

- **Bachelor of Arts (Hons) in Sociology**
University of Peradeniya
2017-2021
Grade achieved: 2nd Upper Class
- **Diploma in Counseling Psychology**
2020-2021
Mental Health Foundation
- **Diploma in English 2016-2017**
National Youth Services Council
- **Short Course in Human Resource Management 2018-2019**
Open University in Kandy
- **Certificate in Human Rights 2019**
Centre for the Study of Human Rights in University of Peradeniya
- **Certificate course in Tamil Language 2019- 2020**
National Youth Services Council
NYSCO Vocational Training Centre

SKILLS

- Computer Literacy Microsoft Office
- Communication Skills in English & Tamil languages
- Presentation Skills
- Data Entry
- Providing Customer Services

REFERENCES

- Mr. D.Hemantha Kannangara
Project Manager
Malwatta Construction Pvt (Ltd)
Phone: +94777806580/+94715721972
Email: mc.hemanthak@gmail.com
- Mr. Shantha Guansekera
Senior Social Safeguard Officer
Phone : +94714474084
Email: shanthagscdp1@gmail.com

WORKING EXPERIENCE

Bank trainer

Feb. 2016- Janu. 2017

Regional Development Bank, Melsiripura Branch, Sri Lanka

- Advise customers on bank services for their needs, Manage customer bank accounts, Resolve issues with banking services & accounts, Resolve customers issues & complaints, Perform administrative duties

Quality Assurance Technician (IT)

Aug. 2021- April. 2022

Global System Solution International Pvt (Ltd)

- Data Entering, Data Analysis, Resolve customers issues and complaints, Perform in team works

Research Assistant

Feb. 2020- Aug. 2020

Questionnaire Survey of Pilot Project of Pohorawattha in Kalutara District for formulation of Western Province Solid Waste Management Master Plan

Involved with National Solid Waste Management Support Centre (NSWMS), Waste Management Authority (WMA) and Japan International Cooperation Agency (JICA) & Department of Sociology, University of Peradeniya.

- Data collection with Structured Interviews and Focus Group Discussions, Data analysis using qualitative information, Report writing

Research Assistant

April 2022- May 2022

The nationwide field research carried out on the COVID-19 vaccination process and the impacts of risk communication in Sri Lanka

Involved with the Global Disaster Resilience Centre, University of Huddersfield, UK (Lead), Ministry of Health, Sri Lanka, University of Moratuwa and the University of Colombo

- Collecting data from households using a digital questionnaire by the SurveyMonkey application, Conducting household interviews to collect qualitative data, Preparing summaries of qualitative data

Environment & Social Safeguard Officer

May 2022- Feb. 2023

Malwatta Construction Pvt (Ltd)

Anuradhapura Integrated Urban Development Project Package 03: Redevelopment Open Air Theaters (Surapura & Rajarata Sewaya) and Development and Landscaping of Dharmapala Mawatha Anuradhapura

- Data collection with Structured Interviews & Focus Group Discussions, Solve & get actions for an environment & social issues in the sites, Monthly Social Impact Management Plan & Environment Management Action Plan Report writing

Social Safeguard Officer

Sep. 2023- Dec. 2023

Malwatta Construction Pvt (Ltd)

Anuradhapura Integrated Urban Development Project Package 06: Development Southern Multimodal Transport Center Anuradhapura

- Data collection with Structured Interviews & Focus Group Discussions, Solve & get actions for social issues in the site area, Monthly Social ImpactManagement Plan Report writing