

# SEBASTIAN KAUSHALYA

Language Trainer / Accountant / Primary Teacher / Sales Development  
I Training and Development Professional

## EXPERIENCE

Jul 2023 Sep 2024	<b>PREFECTS INCHARGE</b> <b>Cambridge School Of Colombo</b>   Colombo, Sri Lanka
Apr 2022 Sep 2024	<b>HEAD OF INCHARGE - MEDIA UNIT</b> <b>Cambridge School Of Colombo</b>   Colombo, Sri Lanka
Jan 2021 Sep 2024	<b>PRIMARY FRENCH TEACHER</b> <b>Cambridge School Of Colombo</b>   Colombo, Sri Lanka <ul style="list-style-type: none"><li>Teach French to primary students (Grade 1 to Grade 5), fostering language skills.</li><li>Handle students with patience, love, and care.</li><li>Engage learners using innovative teaching methods.</li><li>Create a dynamic and interactive learning environment for young learners.</li></ul>
Sep 2018 Aug 2020	<b>PRIMARY TEACHER</b> <b>Buckingham International College</b>   Colombo, Sri Lanka <ul style="list-style-type: none"><li>Handled students with love and care.</li><li>Taught all subjects (English, Science, Math, ICT, and Geography) for Grade 4.</li><li>Served as an examination invigilator.</li></ul>
Aug 2016 Aug 2018	<b>ACCOUNTANT</b> <b>BT Options (Pvt) Ltd</b>   Colombo, Sri Lanka <ul style="list-style-type: none"><li>Managed petty cash transactions and maintained accurate financial records.</li><li>Oversaw bank account reconciliations and monitored cash flow.</li><li>Assisted in processing payroll, ensuring timely and accurate payments.</li><li>Handled sales transactions and managed daily cash operations.</li><li>Fostered strong customer relationships through responsive service and financial support.</li></ul>

## EDUCATION

Apr 2023 Jan 2024	<b>DIPLOMA IN EARLY CHILDHOOD EDUCATION (DISTINCTION PASS)</b> <b>AIBT Campus</b>   Colombo, Sri Lanka
Apr 2017 Oct 2018	<b>DIPLOMA IN BUSINESS MANAGEMENT</b> <b>EduLink Campus</b>   Colombo, Sri Lanka
Aug 2014 May 2015	<b>IGCSE EDEXCEL ORDINARY LEVEL</b> <b>Buckingham International College</b>   Colombo, Sri Lanka

## REFERENCES

- Can be provided on request



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## OBJECTIVE

A dynamic professional with expertise in sales development, teaching, and accounting. Based in Dubai, UAE, with a strong background in language training, financial management, and educational development. Fluent in Sinhala, English, and French, with advanced communication, organization, and problem-solving skills. Successfully contributed to enhancing learning environments and driving sales growth. Currently seeking new opportunities in the UAE, with a dedication to delivering impactful results across diverse fields.

## SKILLS

- Adaptability
- Critical Thinking
- Content Creation
- Communication
- Conflict Resolution
- Customer Centric
- Data Analysis
- Literary Engagement
- MS Office
- Motivational Speaker
- Multilingual Skills
- Organization
- Problem-solving
- Presentation Skills
- Sports Involvement
- Team player
- Time management

## LANGUAGES

- Tamil | Native
- English | Advanced
- French | Intermediate
- Hindi | Elementary
- Sinhala | Advanced