



SANDAMALI HEWAPATHIRANAGE

SUMMARY

I am a highly organized and driven individual, Adept at adapting to any situation to achieve optimal results. With a strong sense of responsibility and exceptional teamwork skills, I am committed not only to accomplishing tasks but also to delivering outstanding value to the teams and organizations I collaborate with

EXPERIENCE

Cashier

John Keels Supermarket, Colombo, Srilanka

April 2022 – February 2025

- Welcoming customers, answering their questions, helping them locate items, and providing advice or recommendations.
- Operating scanners, scales, cash registers, and other electronics.
- Balancing the cash register and generating reports for credit and debit sales.
- Accepting payments, ensuring all prices and quantities are accurate and proving a receipt to every customer.
- Processing refunds and exchanges, resolving complaints.
- Bagging or wrapping purchases to ensure safe transport.
- Following all store procedures regarding coupons, gift cards, or the purchase of specific items, such as alcohol or cigarettes.
- Maintaining a clean workspace.

Team Leader

Cargills Food City, Colombo, Srilanka

November 2020 – April 2021

- Managing the day-to-day activities of the team.
- Motivating the team to achieve organizational goals.
- Developing and implementing a timeline to achieve targets.
- Delegating tasks to team members.
- Conducting training of team members to maximize their potential.
- Empowering team members with skills to improve their confidence, product knowledge, and communication skills.
- Conducting quarterly performance reviews.

Beauty Advisor

Saveena Beauty Products, Colombo, Srilanka

July 2019 – August 2020

- Consulting with clients to determine their skin type, skincare concerns, and style preferences.
- Recommending products that fit the client's needs, preferences, and budget, and explaining how the products work.
- Responding to customer questions and complaints.
- Making sales, processing returns, and maintaining a balanced cash register.
- Planning and taking part in store events.
- Designing and maintaining attractive displays and managing inventory.
- Handling administrative and clerical duties, such as ordering stock and maintaining customer relationships through follow-up calls and mails.
- Handling door-to-door sales and meeting quotas and objectives.

CONTACT

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Al Barsha 1 - Dubai, UAE

PERSONAL DETAILS

Nationality : Srilankan
Date of Birth : 17/02/1993
Gender : Female
Marital Status : Single
Visa Status : Visit Visa

EDUCATION

- NVQ Level 1, Data entry
NIBM, Colombo, Srilanka
December 2013
- A-Levels, Arts
Lumbini maha vidyalaya,
Colombo, Srilanka
December 2012

LANGUAGE

- English
- Sinhala

PERSONAL SKILLS

- Decision Making Confidence
- Client Relationship Management
- Risk Management
- Quality Assurance
- Positive Attitude
- Time management
- Interpersonal communication
- Customer Service
- Attention to detail
- Active to listening
- Flexibility
- Problem Solving