



K.I.Shashikala

Nationality : SRI LANAKAN

Passport Number : N10358787

Visa status : 2Yrs visa (Own)

Career Objective

To be able to have an opportunity to practice and conduct my acquired skill and knowledge in a manner compatible with the dignity of my profession, and to be able to meet new challenge that would promote constant learning and professional maturity.

EXPERIENCE

❖ **WORKPLACE : STORE**
POSITION : CASHIER
❖ PERIOD : 2 YEAR
❖ COUNTRY : SRI LANKA

❖ **WORKPLACE : SHOPPING MALL**
POSITION :MARKETING OFFICER
❖ PERIOD :1 YEAR
❖ COUNTRY : SRI LANKA

SKILLS

❖ ***MicrosoftWord***: Expert in document creation and formatting.
❖ ***PowerPoint***:Skilled in creating dynamic presentations.
❖ ***Excel***:Proficient in data analysis and spreadsheet management.
❖ ***Computer Skills***:Experienced in diverse applications, strong troubleshooting abilities.

CONTACT



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PROFESSIONAL PROFILE:

❖ **A Reliable, adaptable and loyal person who possess excellent communication and Personal skills.**
❖ **A self-motivated person with enormous energy and determination**
❖ **Attentive and details enthusiasm, strong determination with positive perception.**

LANGUAGES

❖ **ENGLISH - Fluent**
❖ **HINDI - Manageable**
❖ **TAMIL - Manageable**

EDUCATION

❖ **.C.E Advanced Level (Kirindiwela collage)**
❖ **G.C.E Ordinary Level (Padmawathi central collage)**
❖ **Diploma in Information Technology at the ESof Metro Campus in Sri Lanka.**
Successfully Diploma in English at the ESof Metro Campus in Sri Lanka.
❖ **Successfully Course In Microsoft Office at the Upul Mahendra Rajapaksha Foundation in Sri Lanka..**