12th January, 2017

Dear Sir/Madam,

Post for suitable position

Attached herewith, is my resume for the consideration and a brief description about myself and my personal and professional goals.

As an extreme sports and fitness enthusiast, and being inspired in a home where sports was a large part of my life, I spent most of my childhood and youth either participating or playing for pleasure. My passion for swimming enabled me to be able to work within the area I am qualified in, and today I am able to pass on this knowledge and experience onto the younger generation by working as a swimming Coach. I have played rugby for my Alma Mater (Under 16) and Dubai Inter School Rugby 7’s (2013). I also played football throughout my schooling years.

At present, I am looking for new experiences, and exposure and the ability to work and educate myself further in a multicultural environment. It is with this determination and keenness that I have sent forth my resume for a job opportunity.

I take this opportunity to thank you in advance for taking the time to refer my CV, and look forward to hearing from you, should a position arise within your esteemed organization.

**CURRICULUM VITAE**

Name : Onila

Email : Onila.333689@2freemail.com

Date of Birth : 08th October 1990

Sex : Male

Nationality : Sri Lankan

Country of residence : Sri Lanka

Marital Status : Single

Language skills : Sinhala (Fluent) – Written/Spoken/Understanding

 English (Basic) – Written/Spoken/Understanding

**Educational Qualification**

Thurstan College, Colombo (Primary to GCE Ordinary Level)

Religion - C

Art - C

Health Studies - C

Sinhala - S

English - S

Mathematics - S

Science - S

Commerce - S

Social Studies - S

**Professional Qualifications**

#### Qualifications – Related to Life Saving

I have completed, and am certified with The American red cross lifeguard course in Dubai, UAE ( **Life guarding, CPR, AED and mask, and advance first aid)**

I have completed and passed the Basic & Intermediate examination from The Life Saving Association of Sri Lanka

Qualifications – Related to Swimming

* I am a certified member of the American Swimming Coaches Association **(ASCA)**  (Level 1) since **2011.**
* I Participated in the 2 km open sea swimming competition conducted by **SESCA 2010**
* Participated in the Kinross Swimming & Life saving club annual open six mile sea swim in 2010.

#### Additional Information

* A Member of The Sri Lanka life saving Association.
* As a surfing enthusiast, participated in the Hikkaduwa, Sri Lanka surfing competition in 2006.
* Participated in a body building competition with a personal interest towards the sport and a fitness enthusiast.

#### Professional Experience

* British School in Colombo (June 2015 – To Present)

I am currently employed as The Assistant Swimming Coach at The British School in Colombo. I over look the training for children of varying age categories and am also responsible for the squad training if/when deemed necessary.

* Le Meridien, Dubai, UAE (March 2010 – July 2014)

I worked a total of 4 Years at Le Meridien, Dubai. During which I had training in the Front Office, as a Guest Relations Officer for two months.

* KINROSS Life saving & Swimming Club (2006 – 2009)

I worked for 3 Years as a life saver.

**Capabilities in relation to the job**

**(**Conducted By: Le Meridian Dubai, United Arab Emirates)

* Product knowledge
* Health and safety
* Sales awareness
* Environment management System ( ISO / EMS)
* Telephone Technique
* Fire training
* CPR ( Adults / infant / Child )
* First Aid
* Ambo bag and mask ( Adult / child /infant )
* Pool Lifeguarding
* AED and CPR
* Oxygen therapy
* Swimming pool maintenance
* Swimming pool chemical handling
* Swimming pool water testing According to the Dubai municipality
* Pool plant room handling and maintenance
* Guest care and guest service

I certify the above given particulars are accurate and true to the best of my knowledge.