**AJANTHA**

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# Email: ajantha.35206@2freemail.com

# DATE OF BIRTH: 14TH OCT 1975

**Objective**

Seeking a challenging position that could make best use of my knowledge and experience, witch enable me to grow further in my career life by confidently carrying out all duties assign to me, efficiently in a professional manner to the entire satisfaction of the management.

**CURRENT EMPLOYMENT**

**UNION TRADING COMPANY (PVT) LIMITED** Sales Manager2016 June to date.

**EMPLOYMENT HISTORY**

**SUPIPI INDUSTRIES (PVT) LIMITED** Sales Manager 2013 August to 2016 May

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**KARUNA JAYAWARDANA DISTRIBUTERS** (**UNILEVER**) Sales Representative 2009 July to 2013 July

**THE ONE TOTAL HOME EXPERINCE LLC** Sales Ccoordinator **(UAE**) 2008 August to 2009 May

**GDI FASHION (PVT) LIMITED** Branch manager/Inventory controller 2006 January to 2008 July.

**Member of the purchasing team (china/Bangkok) & local purchasing**

**CITY PLAZA (LAND MARK GROUP)** Sales Eexecutives 2003 August to 2005 September **(Kingdom of Saudi Arabia)**

**BATA SHOE COMPANY OF (CEY) LTD** Sales Executives 1998 to 2003

I was joined as sales persons in 1998 & promoted to the branch manager in 2001.

**SUMMERY OF EXPERINCE**

* Leading and handling staff
* Banking, handling entire store account system and point of sale procedures
* Customer service coordination
* General office administration
* Warehouse handling
* Purchasing planing

**STRENTHS AND SKILLS**

* High versatile and multi tasks at adapting to different situations, environments, and responsibilities.
* An out-going self assured personality who oozes enthusiasm and energy.
* A proven ability at building strong and credible relationship with customers and colleagues, works hard to meet their demands and provide a professional service.
* A quick learner, intelligent and competent in acting on instruction.
* Welcome challenge and responsibility.
* Pro-active in initiating ideas that will enhance processes and a more effective work place.

Academic Qualifications

|  |  |  |
| --- | --- | --- |
| **Year** |  | **Examination** |
| 1991 |  | G.C.E O/L Examination |
| 1993 |  | G.C.E A/L Examination |
|  |  |  |

Industrial Education

|  |  |  |
| --- | --- | --- |
| **Year** | **Degree/Examination** | **Institute/University** |
| 1993 | Food & beverage course | Swiss lanka hotel |
| 1994  |  Food & beverage course | NAITA |
|  1998 |  Sales executives training  | Bata shoe company |
|  1999` |  Information technology  | Sarasa Institute |
| 2006  |  Modern management | London business school |

**COMPUTER SKILLS**

 MS office, Internet & E-mail.

**DECLARATION**

I do hereby certify that all the particulars given above are correct to my knowledge and I shall endeavor to do my work with quite satisfactorily to the management of the company.

Thanking you,

Yours truly,

**AJANTHA**