CHASITH



C/o 0503718643

chasith.357030@2freemail.com

**OBJECTIVES**

* **Work together** with the purpose of enhancing the image of the company/Organization.
* Be a person who adds great **VALUE** to the society.

**EDUCATIONAL QULIFICATIONS**

* **Foundation Course in Human Resource Management** at Institute of Personnel Management (IPM) of Sri Lanka.
* **Diploma in Computer Studies Course** conducted by Golden Key Institute.
* **Certificate Course in Human Resources Management** at Institute of Personnel Management (IPM) of Sri Lanka.
* **G.C.E. (A/L) Examination** with 2 S's in Maths Stream
* **G.C.E. (O/L) Examination** with 7 A's and 2 B's including English, Mathematics and Science.

**EXTRA CURRICULUM ACTIVITIES**

* Member of Western Cadet Band in School.
* Member of Buddhist Association in School.
* Member of Sinhala Literature Society.
* Have participated in Inter House Sports Championship competition.

**WORKING EXPERIENCE - DUBAI**

* Working as Warehouse Supervisor in Mohebi Logistics in Jabel Ali Freezone. (Loreal Department) since 30th August 2016.

**Duties Handling – 1)** Handling total returns process

 **2)** Assisting in In-bound and Outbound processes.

 **3)** Working in Warehouse Management Systems (WMS).

* Worked as Warehouse Data Entry operator and Warehouse Transport In-charge at Lifestyle concept in Landmark group from 15th May 2015 to 16th June 2016.

**Duties Handled – 1)** Reports related to Outbound and Transport

 **2)** Daily delivery Schedule to the stores

 **3)** Vehicle Maintenance

 4**)** Worked in Warehouse Management Systems (WMS)

**WORKING EXPERIENCE – SRI LANKA**

* Employed as a HR Assistant at LOLC Group (Lanka Orix Leasing Company) from 1st Oct 2009 to 15th Feb 2011.
* Employed as a HR Assistant at HNB Assurance PLC as a HR Assistant from 6th June 2011 to 14th Oct 2014.

**Duties Handled** – HRIS / Leave & Attendance / Staff loans / Resignation Process

**Name :** Chasith

**PERSONAL PROFILE**

**Nationality :** Sri Lankan

**N.I.C. No. :** 881590301V

**Date of Birth :** 07th June 1988

**Gender :** Male

**Religion :** Buddhist

**Civil Status :** Single

**Schools Attended :** St. Aloysius College, Galle. (1994 – 2004)

D. S. Senanayake College, Colombo 07. (2005 – 2007)

I do hereby declare that the above particulars furnished by me are true and accurate to the best of my knowledge.

 *Chasith*

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 Signature