**Curriculum Vitae**

**Personnel Details**

Name: **Ranpati**

Date of Birth: 1998 / 07 / 31

Sex: Female

Marital Status: Single

Nationality: Sri Lankan

Religion: Buddhist

Phone Number: Whatsapp +971504753686 / +919979971283

Email Address: ranpati.376120@2freemail.com

Commencement Date: Immediately

Preferred Working: (Student of Commerce)

Location: Sri Lanka

**Professional Qualifications**

* 02 year maintaining Ledger in own supermarket with credit and debit service.
* 03 Months Experience in Accounting in Trading Company.
* 02 Months calendar and Bookmarks Designing experience in Studio.

**Education Qualifications**

* General Certificates of Education (Ordinary Level) – 2014

Passed with 08 Credits (A, A, A, B, B, B, C, C)

* General Certificates of Education (Advanced Level) - 2017

Waiting For Result ( I did study Accounting, Business Studies, Economics, General English for Advance Level in 2017 )

**Professional Training**

* Certificate in Microsoft Office Course
* Certificate for English Handwriting
* BIT – Basic Information Technology ( Studied as a subject when I’m doing Advanced Level )

**Achievement & Career**

* I did participated School Netball Team 02 (Years)
* I’m The Band Leader continuously from 05 years
* I did attend “Mother Sri Lanka” Asians international conference (English Medium ) when I’m grade 10

**Summary**

 I did passed General Certificates of Education Ordinary Level in Sri Lanka, I got Best Result and I selected to learn Commerce syllabus for General Certificates of Education Advanced Level, I did study 02 years in Accounting, Business Studies, Economics, Aug, 2017 I did faced to My General Certificates of Education Advanced Level Examination after that I arrived to United Arab Emirates as my dreamy, I’m looking any office clerk or related any Job in Dubai, if I did any work I can follow it easily and will familiar any work within short period, and I will do best of me, Thanks

 I hereby declare that the above written particulars are true & correct to the best of my knowledge & belief.

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 Date Signature