

HARSHANI PRAMODA

BSc. (Hons) Food Business Management
Sabaragamuwa University of Sri Lanka



PERSONAL DETAILS

- Full Name – Awusadahamige Harshani Pramoda
- Age – 27 Years
- Address – No 95/1, Track 02, Newtown, Medirigiriya
- NIC Number – 995782715V
- Email – harshanipramoda1@gmail.com
- Marital Status – Single
- +9471 6695732
- LinkedIn

SUMMARY

Motivated and proactive Food Business Management graduate from Sabaragamuwa University of Sri Lanka with a strong foundation in human resource management, quality assurance, marketing, and accounting practices within the food and agribusiness sector. Possesses hands-on experience in organizational operations, including workforce coordination, quality-related documentation, market-oriented business activities, and accounting data handling such as bookkeeping, reconciliations, and report preparation. Demonstrates strong communication, leadership, and time-management skills, with a keen interest in contributing to organizational efficiency and sustainable business growth.

PROFESSIONAL EXPERIENCES

Highland Condensed Milk Factory – Polonnaruwa

April 2025 - Nov 2025

Internship – Assistant Accountant

Currently completed practical training as an Assistant Accountant at the Highland Condensed Milk Factory in Polonnaruwa and worked in the Finance Department and assist with basic bookkeeping, ledger maintenance, and financial data entry. Gained practical experience in accounts payable and receivable, updating daily debtor aging report, and the preparation of progress reports and salary journal entries.

Madduma Group of Companies – Hingurakgoda

Jan 2026 - July 2026

HR Manager

Assisted HR operations across a diverse group of companies, including payroll administration, attendance management, employee records maintenance, recruitment support, and HR documentation. Assisted with CV screening, interview coordination, onboarding activities, and employee relations while ensuring confidentiality and accuracy. Prepared HR and payroll reports using ERP system and Advanced Excel, coordinated with management and employees across different business units, and effectively managed multiple responsibilities to support smooth HR operations.

EDUCATION

Bachelor of Science (BSc. Hons) in Food Business Management

2021 - 2025

Sabaragamuwa University of Sri Lanka

(Final GPA 3.08 out of 4.00)

A proactive and multidisciplinary graduate with a BSc (Hons) in Food Business Management from Sabaragamuwa University of Sri Lanka. I possess a unique blend of technical food science knowledge and strategic business acumen. Skilled in food product development, supply chain operations, and market analysis, I am eager to leverage my background to drive operational efficiency and business growth in the food and beverage sector.

GCE Advanced Level Examination (2019) – Medirigiriya National School (Index – 8363781)

- Economics – B
- Accounting – B
- Business Studies – C
- General English – C
- GIT – A

GCE Ordinary Level Examination (2015) – Medirigiriya National School (Index – 54049210)

- A – 1, B – 5, C – 3 passes

SKILLS

Soft Skills

- Leadership, Teamwork & Collaboration
- Strong Communication
- Time Management & Organization
- Human Resource Management

Technical Skills

- Microsoft Word
- Microsoft Excel
- Microsoft PowerPoint
- Microsoft Access

PROFESSIONAL QUALIFICATIONS

1. Diploma in Human Resource Management

Institute for Management & Business Studies – IMBS Green Campus

2. Diploma in Psychology & Counselling

Eurasian Campus of Sri Lanka

3. Certificate Course in Business Management & Marketing

International Business Studies Campus (IBS)

4. AAT Level 01

5. Diploma in Computer Application

Nenapiyasa Computer and English Training School

6. Certificate Course in Advancing Career Skills (NVQ Level 4)

Technical College, Polonnaruwa

7. Certificate Course in MS Office

Saraswathi Computer Training Center Nenasala Rural Knowledge Center

8. Certificate Course in Introduction to Financial Accounting

University of Pennsylvania and offered through Coursera

9. Certificate Course in Microeconomics Principles

University of Illinois Urbana-Champaign offered through Coursera

EXTRA CURRICULAR ACTIVITIES

- Member of the Zero Plastic Community at Sabaragamuwa University of Sri Lanka
- Prefect at PL/Medirigiriya National School
- Leader of School Eastern Band – Medirigiriya National School
- Treasurer at School Commerce Society

DECLARATION

I hereby certify and confirm that the information given above is true and accurate to best of my knowledge.

Pramoda A.H

REFERENCES

Dr. D.D Wickramanayake,
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