

T.N. WIMALARATNE

Tharushi Nikeshala Wimalaratne

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Professional Summary

Motivated Higher National Diploma (HND) undergraduate in Business Administration at the Sri Lanka Institute of Advanced Technological Education (SLIATE), with academic knowledge of Human Resource Management, Accounting, Marketing, Business Management, and Organizational Behaviour. Currently pursuing a Diploma in English Language and Literature, with additional qualifications in English and Information Technology. Possess strong communication, interpersonal, organisational, analytical, and teamwork skills, together with a willingness to learn and gain practical experience in a professional corporate environment.

Education

Higher National Diploma (HND) in Business Administration Sri Lanka Institute of Advanced Technological Education (SLIATE)	2024 – 2026 (Ongoing)
G.C.E. Advanced Level – Commerce Stream Buddhist Girls' College 2 C's, 1 S	2022
G.C.E. Ordinary Level Buddhist Girls' College 2 B's, 5 C's, 2 S's	2019

Professional Qualifications

Diploma in English Language and Literature – CINEC Campus	2026 – Present
Comprehensive Certificate Course in Spoken English – Oxbridge College	2025
Diploma in Information Technology – ESOF Metro Campus	2024
Elementary General English Course – British Council	2024
Diploma in English (Online) – Sakvithi Ranasinghe English Academy	2023

Key Skills

- Human Resource Management and basic HR functions - Basic accounting and financial knowledge - Marketing and business management knowledge - Document management, record-keeping, and filing - Administrative support and coordination	- Research design, data collection, and analysis - Strong verbal and written communication skills - Teamwork, interpersonal skills, and time management - Professionalism, confidentiality, and adaptability - Willingness to learn and develop new skills
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Computer Skills

Microsoft Word | Microsoft Excel | Microsoft PowerPoint | Internet & Email Applications | Diploma-level IT knowledge

Projects & Academic Activities

Researcher Research Project: The Impact of Online Shopping on Consumer Buying Behaviour Among the Young Generation in Sri Lanka - Contributed to the literature review, research methodology, and questionnaire design - Collected and analysed data from young online consumers across Sri Lanka	Ongoing
Audit Field Visit Project – Unilever Sri Lanka Study of the internal control system – Training & Development process - Examined internal control procedures within the training and development function - Prepared project documentation and presented the observations and recommendations	2026

References

Mrs. T. Kalani Senior Lecturer & HOD – Business Administration, SLIATE kalani@sliate.lk +94 77 254 2660	Ms. Lakmali Rathnayaka Director, Thread Island Katuwawala Road, Maharagama 077 718 4012
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