



# DULANJALEE UTHPALA SAMARAWEERA

HR Graduate | HR Intern



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[Dulanjalee Samaraweera](#)

## PROFILE

A motivated and dedicated human resource management graduate with a second-class upper degree at the Rajarata University of Sri Lanka completed an internship at Brandix Apparel Solutions Pvt. Ltd. Acquired practical experience in the area of the core HR operations and formed an in-depth insight into the organization's departments and how they interact with each other. Have a good background in HR principles, administration, and employee relations, and also be skilled with Microsoft Office applications. Interested in implementing the academic knowledge in a workplace and eager to find the opportunity involved in developing the skills in the sphere of human resource operations and organizational development.

## SKILLS

- Payroll Input Management
- Recruitment
- HRIS Hsenid Software
- Leadership
- Teamwork
- Verbal & effective communication
- Conflict Resolution
- Decision Making

## EXPERIENCE

### HR Intern - Brandix Apparel Solutions Pvt Ltd

(August 2025 - January 2026)

- Coordinating the interview and recruitment process using the WRAD system, handled employee data through HRIS OneClick, assisted with payroll inputs, HR documentation, training and development, Handled induction, and OHS & compliance tasks.

### Bank Trainee (after A/L) - RDB District Office, Ratnapura

(November 2021 - May 2022)

- Coordinating with other trainers or bank staff, Mutual funds understanding, Excellence customer service, Taking on responsibilities that required confidence, clarity, and initiative.

## EDUCATION

### BSc. (Hons) in Human Resource Management

2026

Rajarata University of Sri Lanka

### Diploma in Psychology

2025

SITC Campus

### Diploma in Information Technology

2024

Esoft Metro Campus

### Diploma in Human Resource Management

2023

Lanka Professionals Education Center -LPEC Campus

## EXTRA CURRICULAR ACTIVITIES

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### PROJECTS

- Main Coordinator of “Volateelia Fashion Show 2025—Nature’s Mythos.”
- Panel Coordinator of the 3rd International Research Symposium 2024 at RUSL.
- Announcer of “ECHEOS—Strategic Business Forum 2024.”
- Event announcer of the “Arunalu” Outdoor Classroom Group Project, Department of HRM.

### LEADERSHIP

- Chairman of Public Relations and Communications at NEXORA Media Unit RUSL.
- Batch Representative of HRM Department 20/21 Batch in 2025.

### PUBLICATIONS

- Research Revised abstract Published at 4<sup>th</sup> International Research Symposium on Management 2025 - “The impact of Occupational Health Hazards on health risk-attitude of gem miners in Rathnapura District ,Sri Lanka”.
- “HR Glimmer Vol. 3 - 2025” Annual Magazine at Rajarata University—Article on “The Unknown Cost of Convenience: Understanding Digital Pollution and Its Carbon Footprint”.

### SPORTS

- 1<sup>st</sup> Runner-Up of the “ACEARENA 2024” Inter-Department Volleyball Tournament.
- Inter-House Sports Meet —Netball

### VOLUNTEERING

- Volunteering as a member of the ZeroPlastic Club at Rajarata University.
- Volunteering as a member of the Gavel club at Rajarata University.

## LANGUAGES

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- Sinhala
- English

## CERTIFICATES & AWARDS

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- Certificate of Completion: “The 05-week Korea Konnect Season 6” from October 14 to November 11.

## REFERENCES

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- **Ms. K.A.K.S.Rathnakara**

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Head of the Department of Human  
Resource Management  
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