



Sumedha Abeyrathna

International Advance Diploma in Logistics and Transportation
(Chartered Institute of Logistic and Transport (CILT))

“More than 19 years’ work experience with 18 years’ experience in the field of Logistics and Transportation with an International Advance Diploma in similar capacity. As a Logistician I have extensive experience in Procurement, Inventory management, Transport Management, IT, Monitoring, Reporting and Supervising.”

PROFESSIONAL EXPERIENCE

Manager – Saman Wheels (Pvt) Ltd – (Since September 2025)

Manager - April 2025 - September 2025

Assistant Manager July 2015 – March 2025

DP Logistics (Pvt) Ltd

Fleet & Facility Administration / Distribution Operations

- **Fleet Maintenance & Administration:** Oversee maintenance schedules, compliance, documentation, and operational readiness for the company’s fleet.
- **Inland Distribution Operations:** Manage daily inland transport operations, ensuring timely deliveries, route optimization, and resource utilization.
- **Facility Administration:** Administer company facilities, including maintenance, vendor management, security, and workplace services.

Transport Executive - May 2012 - Jun 2015

Sunpower Systems (Pvt) Ltd

- Maintenance and keep the office staff vehicle fleet in good condition.
- Manage all administration works related to the project fleet based at outstation and staff fleet based at Colombo.
- Keep all the related records of the fleet including maintenance and administration.
- Transport arrangement for some projects.

Procurement and Logistics Officer - May 2010 – August 2010

Istituto Cooperazione Economica Internatinale INGO

(Italy)Kandy

- Purchase according to procedures of the organization (purchase requests, quotations, bid analysis, purchase orders, tenders).
- Procurement follow up
- Manage all the program’s equipment including maintaining an up-to-date inventory.
- Management of the vehicle fleet on a daily or weekly basis.

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Uhana Road, Ihlabiyanwila,
Ampara. Kadawatha.
Sri Lanka Sri Lanka

PERSONAL PROFILE

- Full Name : Rajapaksha Arachchilage Sumedha Udayanga Abeyrathna
- DOB : 27 May 1981
- NIC : 811483478V
- Marital Status : Married

KEY SKILLS

- Innovative thinking
- Team player with leadership Qualities
- Ability of handling different tasks simultaneously
- Keen to take responsibilities with minimum supervision
- Project Management
- Hard working and Enthusiasm
- Problem solving at the minimum time

TECHNICAL SKILLS

- MS Word
- MS PowerPoint
- MS Excel

LANGUAGES

- Sinhala (Fluent)
- English (Good)
- Computer literacy (Good)

Logistician - Mar 2007 – April 2009
Comite d'Aide Medicale INGO
(France) Ampara

- Purchase according to procedures of the organization (purchase requests, quotations, bid analysis, purchase orders, tenders).
 - Manage all the program's equipment including maintaining an up-to-date inventory.
 - Procurement follow up
 - Management of IT network.
 - Management of the vehicle fleet on a daily or basis, training, and supervision of drivers according to CAM's security requirements.
 - Supervise the security of the teams in the field
- Participate in the biweekly and monthly reporting of the mission.

Monitoring Officer - Aug 2006 - Dec 2006

Deputy Provincial Director Office for Health Service & UNICEF
Ampara

- Budget the expenses
- Conduct training programs and other meetings.
- Coordinator between DPDHS Office and UNICEF
- Coordinate other health relevant institutions, government institutions, non-governmental organizations and private institutions
- Visit and monitor constructions and prepare progress reports.
- Computerize documentation of all activities
- Prepared and send monthly progress reports, quarterly reports, mid-year reports and annual reports.

PROFESSIONAL QUALIFICATION

Completed Master of Business Administration on January 2026
General Sir John Kotelawala Defense University
Ratmalana, Sri Lanka (KDU)

International Advance Diploma in Logistics and Transport (CILT)
- April 2015 – Sep 2017
Chartered Institute of Logistics and Transportation (CILT) in UK)

- Strategic Management and Leadership
- The Strategic Environment for Logistics and Transport
- Organization Level Planning in Logistics and Transport
- Research Methodology and work-based Project

International Diploma in Logistics and Transport (CILT)
- Mar 2009 – Feb 2010

Chartered Institute of Logistics and Transportation (CILT) in UK)

- Managing Resources (IT, Finance, Human)
- Passenger Transport
- Transport Economics and Finance
- Logistic and supply Chain Management
- Inventory and Warehouse Management
- Managing Transport and Logistic Operation

EDUCATIONAL QUALIFICATION

Bsc(Hons) Degree in Computer Studies - Jan 2004 – Dec 2004 Binary College Malaysia

- Introduction to computing
- Computer Architecture I
- Computer Architecture I
- Software Development I
- IT & People I
 - Only able to complete the 1st Year due to personal issues.

Diploma in Information Technology - Sep 2001 – May 2002 National Institute of Co-operative Development, Polgolla Sri Lanka

(Affiliated with Northern Melbourne Institute of TAFE, Australia)

- Introduction to computer
- Word Processing
- Spreadsheet Fundamentals
- Commercial Database Packages
- Presentation Using MS Power Point
- Adobe Page Maker
- Micro Computer Architecture & hardware
- Introduction to Local Area network
- Data communication Application
- System Analysis Design
- Programming in Pascal
- Object Oriented Programming C/C++
- Visual Basic 6.0
- Programming in Java
- Communication Skills

Dharmaraja College, Kandy

- **G.C.E. Advanced Level (2001)**

Zoology	B
Botany	B
Chemistry	C
Physics	C

- **G.C.E. Ordinary Level (1996) – 6D's and 2C's**

English	C
Mathematics	D

REFEREES

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|--|--|
| 1. Mr. T.N. Senadheera
Dip. Divisional Manager
DP Logistics Pvt Ltd
076-6747826 | 2. Mr. P.A.P. Perera
Former - Consultant
DP Logistics Pvt Ltd
072-9999888 |
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I hereby certify that the above particulars furnished by me, are true and correct to the best of my knowledge.

Date:-.....

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(Signature of Applicant)