



CONTACT DETAILS

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No. 25, 3rd Step, Narthanagala,
Horana, Sri Lanka

PERSONAL DETAILS

- Date of Birth 2003.07.29
- Nationality Sri Lankan
- Languages English | Sinhala

CORE SKILLS

- Quality Auditing
- Customer Service & Client Handling
- Communication & Interpersonal Skills
- Technical Problem-Solving
- Hardware & Multimedia Knowledge
- Team Leadership & Motivation
- Attention to Detail
- Time Management
- Reporting & Documentation
- Adaptability & Work Under Pressure

INTERESTS

- Acquiring New Skills
- Volunteering
- Community Involvement

ASHEN SHEHARA KARUNANAYAKA

PROFESSIONAL SUMMARY

Highly dedicated and disciplined professional with hands-on experience in Management, quality assurance and customer service. Strong background in technical studies, HR-related training, and computer hardware. Recognized nationally as a high-performing athlete representing Sri Lanka in multiple international boxing championships. Known for exceptional teamwork, leadership, commitment, resilience, and the ability to learn rapidly in dynamic environments. Seeking opportunities to contribute effectively within a progressive organization.

WORK EXPERIENCE

Assistant Manager

Sampath Food City, Horana Branch, Sri Lanka
8 Months

- Assisted in the day-to-day operations of the supermarket, ensuring smooth workflow and high service standards.
- Supervised staff schedules, task allocation, and performance to maintain efficiency and productivity
- Managed inventory control, stock replenishment, and product displays to meet sales targets.
- Handled customer inquiries, complaints, and service issues professionally to ensure customer satisfaction.
- Supported cash handling, billing accuracy, and basic administrative and reporting duties.
- Ensured compliance with company policies, hygiene standards, and safety regulations.

Quality Auditor

Inqube Sri Lanka
1 Year

- Conducted quality inspections and audits to ensure compliance with company standards.
- Monitored production processes and identified deviations for corrective actions.
- Prepared reports and communicated findings to supervisors and relevant departments.
- Ensured product consistency through routine checks and process evaluations.
- Collaborated with production teams to improve quality performance.

Customer Care Assistant

PickMe Sri Lanka
6 Months

- Handled customer inquiries, complaints, and service-related issues effectively.
- Delivered accurate information to customers and ensured a positive service experience.
- Maintained records of customer interactions and followed up on unresolved matters.
- Provided support to the team during peak operational hours.
- Ensured a high standard of professionalism and customer satisfaction.

SPORTS ACHIEVEMENTS & NATIONAL REPRESENTATION

National & International Boxing Career

Former Sri Lanka National Boxing Pool Athlete
Selected Sri Lanka National Boxing Team

Major Achievements:

- 2018 T.B. Jayah All Island Boxing Meet - Gold Medal
- 2018 Junior National School Meet - Gold Medal
- Stubbs Shield All Island School Games - Gold Medal
- 2019 Asian Junior Championship (Dubai) - Represented Sri Lanka
- 2021 Asian Youth Boxing Championship (Thailand) - Represented Sri Lanka
- 2022 All Island School Games (Stubbs Shield) - Bronze Medal
- National Sports Festival 2023 - Gold Medal
- Layton Cup - Bronze Medal
- Clifford Cup - Silver Medal
- 2025 Asian U-22 Championship (Sri Lanka) - Bronze Medal

Career Highlights:

- Member of Sri Lanka School National Boxing Pool (2019 - 2022)
- School Sports Captain (2019 - 2022)
- Deputy Head Prefect (2022)

REFERENCES

• MR. AMILA ARAVINDA THISERA

Sri Lanka National Boxing Coach / Principal - Ashoka English School
Sri Lanka
Contact: +94 77 239 9288

• MS. KAVEESHA SADULMINI

Accounting & Finance Assistant - SOS Children's Village, Sri Lanka
Contact: +94 76 078 8449

EDUCATIONAL QUALIFICATIONS

General Certificate of Education - Advanced Level Examination, Sri Lanka
Successfully Completed

Technology Stream

- | | |
|--|---|
| • Science for Technology | S |
| • Engineering Technology | S |
| • Information & Communication Technology | S |
| • General English | S |

General Certificate of Education - Ordinary Level Examination, Sri Lanka
Successfully Completed

PROFESSIONAL & ACADEMIC QUALIFICATIONS

English & Communication

Diploma in English

ESOFT Metro Campus, Sri Lanka
1 Year | Successfully Completed

Diploma in English

ESOFT Metro Campus, Sri Lanka
1 Year | Successfully Completed

Human Resource Management

Diploma in Human Resource Management

LPEC Campus, Sri Lanka
1 Year | Successfully Completed

Information Technology / Technical Studies

Computer Hardware & Multimedia Certificate

SLTC Vocational Training Institute, Sri Lanka
6 Months | Successfully Completed

Electrical Degree (B.Tech in Electrical Technology)

University of Vocational Technology - UNIVOTEC, Sri Lanka
4 Years | Following

Health & Pharmaceutical Studies

Pharmaceutical Practices Certificate Course

Ceylon Pharma Academy, Sri Lanka
6 Months | Successfully Completed

Sports Science & Management

Sport Science & Management Certificate Course

University of Colombo, Sri Lanka
6 Months | Successfully Completed

EXTRACURRICULAR ACTIVITIES

- Prefect Leadership (Deputy Head Prefect - 2022)
- School Sports Leadership (Captain - Boxing Team)
- Participation in multiple national school-level sporting events

I do hereby declare that all the information and facts furnished above are true, correct and complete to the best of my belief and knowledge.