**Sivasamy Maheswaran**

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| Phone: 078 – 3447815  Email: - maheswrn209@gmail.com | Mahakande Estate,  Malvern Division,  Poonagala,  Bandarawela |

I wish to submit my Curriculum Vitae for as a prospective candidate. I am positive that the Finance & Accounting well because within my academic & professional qualification in Accounting, Business Finance, Computer Operating in Sinhala, Tamil & English medium background.

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| Experience | Worked at Cey T Pruduce (Pvt ) Ltd, Balagala Ella Tea Factory.  I have working experienced in Following - 2008 to 2019   * + Maintaining Petty Cash Book   + Maintaining Cash Book   + Salary Preparing   + Data entry (quickbook pkg)   + Issuing Cash Receipts   + Cheque Issuing   + Store Keeping   + Main Ledgers Maintaining   + Preparing ETF & EPF   + Computer typing in both Sinhala & English medium   + Feeding data in marksky (Maskeliya plantation, Ampitikanda est)   SunteL - l 2007 to 2008  Sales Manager  For 1 year |
| **Other Qualification** | * Computer Literacy in MS Word, MS Excel , MS Office , MS PowerPoint * Fluency in Tamil , English & Sinhala |
| Education | 1. Advanced Technological Institute in Badulla   Studying in 1st year for Higher National Diploma in English   * Passed the G.C.E. O/L Examination – 2002 – 24099384   English C  Tamil C  Saivam B  Mathematics C  Science S  Social Studies S  Tamil Litt C  Health & Ph C  Bus & Acct S   * Passed the G.C.E. A/L Examination – 2005 – 8971811   Logic & Scientific Method - C  Hindu Civilization - C  Tamil - C  CGT - 50 |
| Computer Skills | * I have Completed Computer based Accounting (Stage Line 50) Package, Department of Accounting University of Sri Jayawardhanapura |
| References | Mr R S Kaanadaas,  Accountant,  Hillneeds Pantation ( Pvt ) Ltd,  Colombo – 13.  011 2447957 / 077 3065 340  Mr D K M A Dassanayake,  Factory Officer ,  Balagala Ella Tea Factory,  Cey T Produce (Pvt) Ltd .  077 8011392 / 077 641 2004 |