**Sivasamy Maheswaran**

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| Phone: 078 – 3447815Email: - 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 2008Sales ManagerFor 1 year |
| **Other Qualification** | * Computer Literacy in MS Word, MS Excel , MS Office , MS PowerPoint
* Fluency in Tamil , English & Sinhala
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| 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 CTamil CSaivam BMathematics CScience SSocial Studies STamil Litt CHealth & Ph CBus & Acct S* Passed the G.C.E. A/L Examination – 2005 – 8971811

Logic & Scientific Method - CHindu Civilization - CTamil - CCGT - 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 340Mr D K M A Dassanayake,Factory Officer ,Balagala Ella Tea Factory,Cey T Produce (Pvt) Ltd .077 8011392 / 077 641 2004  |