**Dewamuni Shashi Binon Jayathilaka**













No 57/3, Batakaththara.Madapatha Road,Piliyandala 0094768325497 / 0094765604502 binonjayathilakaa@gmail.com

# Profile…….

With the knowledge and skills I have acquired, my ambition is to work in a reputed organization where I could further enhance my creativity, knowledge and skills while sharing my knowledge and experience productivel y with my employer and also I believe my quick learning and easy adaptation skill will help me to do my job successfully.

# Career Objective…….

* To take up a responsible position in a dynamic and growing organization.
* To achieve personal development by being accountable and responsible to the assigned task.
* Using my skills to solve the challenges in the organization to achieve its goals

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| **Employment History………** |

  2011 to 2015 April (04Yers): **DEMONSTRATOR + MIDICAL REPRESENTATIVES**

**Swiss Biogenic Limited**, 27-4/1, York Arcade Road, Colombo 01, Sri Lanka.

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| **Job Responsibilities……..** |

* Coordinating with Customer and Obtain Oder obtaining the required raw materials on time to Outlet Preparing development costing.
* Handling inquiries
* Direct negotiation
* Communicate and work closely with internal teams and Client Follow up with Clients for deliveries.
* Providing customer with new developments every season keeping in view the Brand’s requirements and its interest.
* Maintaining weekly order status reports
* Minimize the Wastage
* Coordinate With Outlet Manager and Increase Daily Sale with Out any Hostage.
* Visit the Doctors to get the Fresh Oder
* Support to All the Medical Representative to Build Customer relationship better.
* Demonstrate to Client as required
* User free with Novo rapid, Act rapid, Novo mix & Mixture flex pen

 

  2015 to Present (05Years) : **Manager Marketing (ENGINEERING)**

**Kent Engineers (Pvt) Ltd**. No 27, Malwaththa Avenue, Kohuwala,, Sri Lanka (Mechanical,

 Electrical & Plumbing)

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| **Job Responsibilities:** |

* Coordinating with sites to obtain orders.
* Material Receive & GRN
* Separate the Site Return and Arrange the Supplier Return
* Handling the Import & export(Maldives, Bangladesh and seashell)
* Direct negotiation with suppler & buying offices
* Stores Arrangement According To OSHAS & ISO 9001-2015
* Preparing Each & Every Sites monthly and annual cost
* Maintain Minimum Buffer Stock
* Maintain Quality of Material & Arrange the On time Delivery to sites.
* Raise Purchase Requisition Related to Site Requirement
* Maintain Discipline all the Store Keepers (08) and stores Helper.
* Raise a Transport Requisition according to the site requirement.
* Maintaining weekly order status reports and projection reports.
* Check and Authorized All the Invoices before send it to Account Department.
* Performing general data entry using ERP System

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| **KEY SKILLS……..** |

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* Ability to work in computerized environment.
* Ability to work in teams and provide innovative ideas.
* Ability to work independently and under pressure.
* Ability to develop positive working relationships.
* Self-Motivated and also I have Positive Mental Attitude
* And also Deadline Driven, Quick Learner who’s Open to Change and New Learning Opportunities.
* People Management as Company Need.

# Educational Qualifications…….



* GCE O/L examination – 2003 (5A + 3B)
* GCE A/L examination – 2006 [1B+3C(Science Stream)]

# Professional Qualification…….



* Successfully Completed Business Management Degree [BSc (Hons)] at CINEC

MARTIME CAMPUS (CINCE), Malambe with combined North Umbria University. (U.K) 2007 - 2010

* Successfully completed extension course Fire Prevention and Fire Fighting at CINEC MARTIME CAMPUS Malambe Sri Lanka - 2006
* Successfully completed extension course Personal Safety and Social Responsibilities at CINEC MARTIME

CAMPUS Malambe Sri Lanka - 2006

* Successfully completed extension course Fire Personal Survival Techniques at CINEC MARTIME CAMPUS Malambe - 2006
* Successfully completed extension course Elementary First Aid at CINEC MARTIME CAMPUS Malambe – 2006

# Extra-Curricular Activities…….

* Member of school Cricket(Frist 11) team (U-13,U-15, U-17, U-19)
* Member of Science Cricket Academy
* Member Of Science Badminton Teem.
* Member of school Sinhala literary club. (2005-06).
* Member of CINEC International Swimming Gold Academy and Water Sports.

# Personal Details…….

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| --- | --- |
| Name With Initials  | : D.Shashi Binon Jayathilake  |
| Date of Birth  |   | : 30.12.1986  |
| Gender  |   | : Male  |
| Nationality  |   | : Srilankan  |
| Religion  |   | : Buddhist  |
| Marital Status  |   | : Married  |
| School  |   | : Nalanda Collage Colombo 10  |
| N.I.C Number  |   | : 863654297V  |

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| --- |
| **Referees……..** |

Mrs.W.S Sewandi Alwis

Project Manager

Kent Engineers (PVT) Ltd.

No.27

Malwathtta Avenue

Kohuwala

Nugegoda

 Sri Lanka.

Tel: 0094765604502/00941127212035

sewandi@kentengineers.net

 Mr. I Anuranga Fonseka

Manager Operation

Flow Tech Engineering (PVT) Ltd

No.201-B

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Nugegoda

Sri Lanka

Tel: +94117675675 Mobile: +94768257902

sales@flowtecheng.com

I hereby certify and declare that the details furnished above true and correct to the best of my knowledge.

Name: D.S.B.Jayathilaka Date: …………………..