



# KASUN WIJewardANA

📍 No.212, Qsar sabah 01, IMPZ, Dubai. UAE  
📞 9715 8245 7027  
✉ wijewardanauni261@gmail.com  
🌐 <https://www.linkedin.com/in/kasun-wijewardana>

## Summery

Accomplished Assistant Store Executive with 3 years of managerial experience in a retail setting. Areas of expertise include sales, people management, and customer service. Focus on exceeding sales goals and developing a large customer base. Currently expect to be a part of a progressive organization and work in a challenging environment that provides the best opportunities to grow and utilize my potential for the fullest.

## Professional Qualifications

- Certificate in Accounting and Business at Institute of Chartered Accountants of Sri Lanka
- Completed Executive level of Chartered Accountancy at Institute of Chartered Accountants of Sri Lanka

## Skills

- Leadership
- Communication
- Detail-oriented
- Problem solving
- Team work
- Customer Service

## Personal Details

Name in Full: Kangara Pathirannahalage Kasun Nirosha Wijewardana  
Date of Birth: 09.04.1993  
Nationality: Sri Lankan  
Civil Status: Single  
NIC No: 931001930V  
Passport No: N9443868

## Experience

### Retail Operation Executive

JAYKAY MARKETING SERVICE (PVT) LIMITED  
(KEELLS SUPERMARKET CHAIN) SRI LANKA  
2019 - 2022

- Responsible for monitoring day-to-day operations and store appearance
- Accountable for ensuring health, safety, and satisfaction of customers & staff
- Responsible for troubleshooting any problems that could arise or reported
- Coordinated activities of staff for maximum efficiency
- Monitored the standards and staff performance
- Initiated new ways to reduce unnecessary costs
- Attended to customer complaints and took necessary action to avoid repetition of such occurrences
- Advising the department supervisors on their staff needs and issues
- Was attentive to grooming the staff to increase the relationship with customer

## Education

### Bachelor of Business Administration (Marketing) Special - 2019

UNIVERSITY OF JAFFNA, SRI LANKA

### General Certificate of Education (GCE) Advanced Level - 2013

DUDLEY SENANAYAKE CENTRAL COLLEGE  
THOLANGAMUWA  
Accounting – A, Business Studies – A  
Economics - B

### General Certificate of Education (GCE) Ordinary Level - 2009

DUDLEY SENANAYAKE A.M.V MIRIGAMA  
Buddhism – B, Mathematics – B, History – B,  
Commerce – B Science – C, Agriculture – C,  
Sinhala – C, English - C (2016), Arts – S