

# YESMI NADEESHA WICKRAMATHILAKA

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Phone Number - +61426080746

Address- 53/13-19 Seven Hills Road, Baulkham Hills, NSW 2153



## WORK EXPERIENCE

Deilverey Associate Amazon warehouse DNS4 Bella Vista , NSW  
2153- Oct 28, 2024 -01,2025

- Scanning, Stwoving and picking

Workplacement training in BaptistCare Aminya Centre Aged Care  
Home (3 Weeks - 17th -28th February 2025)

My Butler Service in Thornleigh, New South Wales

Laundry Assistant (17th September 2024 - 24th February 2025)

Divisional Secretariat Office (Rathmalana -Sri Lanka)

Development Officer

2013-2023

- Social Service.
- Preparation of monthly allowance for disabled and elderly people.
- Provide equipment for disabled persons.
- Preparing monthly reports.
- Provide monthly education assistance to children of single and non-parent families.
- Provide service for drug rehabilitation and addicts.
- Duties related to business registration and liquor licenses.

FORUT Sri Lanka (INGO)

Internship

2010-2011

- Assist the instructor in child protection training programs.
- Coordination of meetings and monitoring field activities.
- Data entering.

### Professional Qualifications

- Certificate III in Individual Support (Aged Care and Disability) - TAFE NSW Ref: CHC33021-04V01
- HLTAID011 Provide First Aid and CPR ( CDB College ) Ref.: V6410130
- NSW Working With Children Check ( WWC2762280E )
- NDIS Work Clearance No- 34365143
- Certificate 'Quality, Safety and You' - NDIS Worker Orientation Module ( April 17, 2024) NDIS Quality and Safeguards Commission
- Food Handler Basics -YCQ9U6KG (NSW Food Authority)
- FORUT Sri Lanka (INGO)Advocacy Training Programme (Six Months) -2011

## REFERENCE

Renee Wallace  
Community Service Teacher (TAFE)  
Castle Hills Collage -(NSW) 2154  
Phone:- +61414251670  
Email :- Renee.wallace7@tafensw.edu.au

Cathy Vassallo  
My Butler Service Plant Manager  
Thornleigh (NSW) 2120  
Phone : +061411271990  
Email: - manager@mybutlerservice.com.au

## EDUCATION

2002-2003

Completed G.C.E (Advanced level)  
Examination in Art Stream  
Dharmashoka Collage ,Ambalangoda,  
Sri Lanka

2005 - 2009

Sabaragamuwa University of Sri Lanka

- Bachelor of Art Special

## SKILLS

- Public Relations
- Teamwork ability
- Time Management
- Leadership
- Effective Communication
- Mental Health Support

## EXPERTISE

- MS Office
- Excel