

Yasotha Rajendran



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Nuwara Eliya.



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Profile

I am an energetic, ambitious personality who enjoys working in a dynamic work environment. I possess excellent command in the field of education with a teaching experience of over 10 years. My capabilities stretch beyond teaching and I enjoy taking up challenges. I always prefer working in an organized manner with punctuality.

Experience

July 2021 – Present

• Secretary to Group Director - Operations • Lyceum International Schools, Sri Lanka

April 2021 – Present

• Contributor • TrueCeylon News, Sri Lanka

April 2021 – July 2021

• Teacher • Republican International School, Nuwara Eliya

The designation involved teaching Economics to Advanced Level students.

June 2017 – Present

• Part-time Lecturer • Lyceum Academy for Teacher Education, Nuwara Eliya

The responsibilities include conducting lectures for students of Diploma in Primary School Teaching, in the subjects of Fundamentals of Mathematics and Basics of Tamil Language.

February 2019 – February 2021

• Coach and TIC of Speech Club • Lyceum International School, Nuwara Eliya

I was the individual responsible to initiate a Speech Club in the school. The club also included training of Scrabble to improve the vocabulary of students. I also initiated an Annual Spelling Contest under the Speech Club.



June 2017 – November 2020

- Sectional Head – National O/L • Lyceum International School, Nuwara Eliya

The position involved managing the major responsibilities of the classes in the Ordinary Level section. It entailed looking into the work carried out by teachers, handling crisis, working on the exam applications and all activities related to the Ordinary Level classes.

May 2012 – February 2021

- Teacher • Lyceum International School, Nuwara Eliya

The key responsibilities include teaching Commerce for Grades 07 and 08, and Business and Accounting Studies for the Ordinary Level classes. Besides the mentioned subjects, Effective Speech lessons were conducted for Grades 9 to 12 as well.

May 2012 – September 2014

- Teacher • Lyceum International School, Nuwara Eliya

Teacher of Accounting for Advanced Level classes.

Apart from the above mentioned job positions and responsibilities at Lyceum International School Nuwara Eliya, I held the position of the Assembly Coordinator of the Upper School, which involved scheduling and carrying out tasks relating to conducting assemblies every week. Further, I carried out tasks relating to writing certificates, announcing at the Annual Sports Meet, training students to announce at school events, and completing the Advanced Level Exam applications.

October 2010 – May 2012

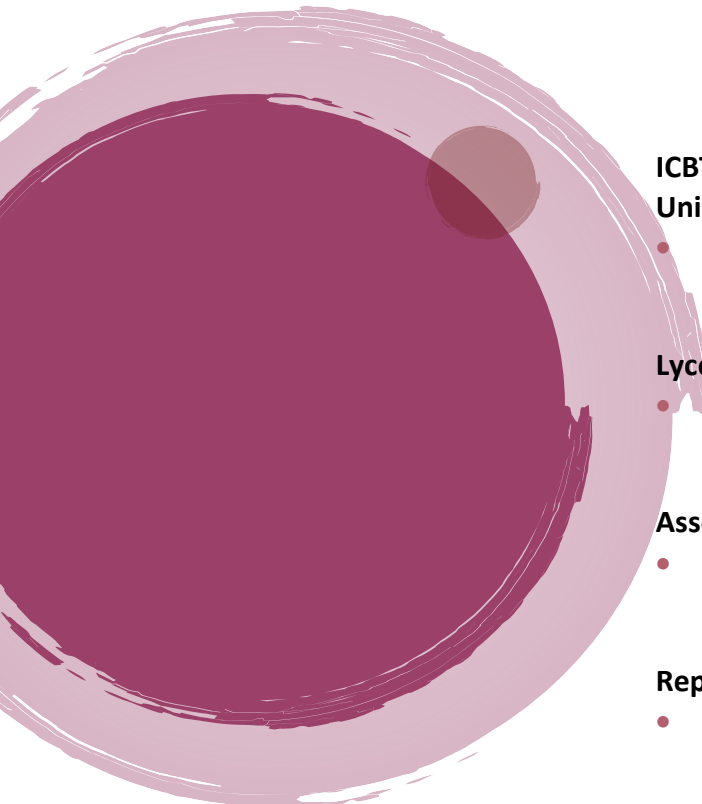
- Teacher • Republican International School, Nuwara Eliya

The position involved teaching Business and Accounting Studies for Ordinary Level classes, and teaching Accounting for Advanced Level classes.

Education

Cardiff Metropolitan University (ICBT, Kandy)

- BSc. in Psychology
Reading



ICBT, Kandy (Externally modified by Cardiff Metropolitan University)

- Higher National Diploma in Psychology
First Class

Lyceum Academy for Teacher Education (Nuwara Eliya)

- Diploma in English Language Teaching (2017)
Silver Medalist

Association of Accounting Technicians (Sri Lanka)

- Final Stage (2016)
Part complete

Republican International School (Nuwara Eliya)

- G.C.E. Advanced Level – Commerce Stream (2010)

Business Studies	A
Accountancy	B
Economics	B
General English	A
Common General Test	67
District Rank	37

Selected to the University of Rajarata (Management Faculty)

Republican International School (Nuwara Eliya)

- G.C.E. Ordinary Level (2007)

English Language	A
Mathematics	A
Science and Technology	A
Business Studies	A
Tamil Language and Literature	A
Health and Physical Education	A
Hinduism	A
Social Studies and History	B
English Literature	C
Western Music	S



Skills

- Excellent command in English, Sinhala and Tamil.
- Computer literacy.
- Confident.
- Straight forward.
- Leadership individuality.
- Adaptable to new environments.
- Public Speaking and Compering.

Achievements

- Subject Prize winner for Business Communication at the Association of Accounting Technicians of Sri Lanka examination of the year 2012.
- School best results at the G.C.E. Advanced Level Examinations of the year 2010.
- School Deputy Head Prefect of the years 2009 and 2010.
- House Vice Captain of the year 2009/2010.
- School best results at the G.C.E. Ordinary Level Examinations of the year 2007.
- House Athletic Captain of the year 2007/2008.
- Medalist at the Sri Lankan Festival of Performing Arts for public speaking, Bible reading and news reading.
- Awardee of Distinction and Credit for Mathematics, Science and English at the International Assessments for Schools conducted by The University of New South Wales.
- Awarded First Division Lower at the International Junior School Certificate Examination held by The Association of International School in Sri Lanka in the year 2005.

Interests

- Reading and promoting the habit of reading.
- Mental health advocate.
- Creative writing.
- Content creation (articles and videos).
- Blogging.
- Painting and crafting.

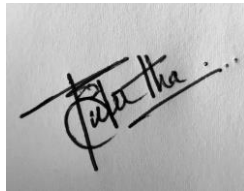
Personal Information

Date of Birth : 10-11-1991
Nationality : Sri Lankan
Marital status : Single
N.I.C No. : 918152911v

References

- K. A. H. Kalugampitiya
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I hereby agree that all the above details are true and correct, and that they were recorded with my complete consciousness.



Yasotha Rajendran

07.11.2021