

SHUKREE SHAFEEK

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OBJECTIVE

My goal is to become associated with a company where I can:

- Utilize my skills and gain further experience while enhancing the company's productivity and reputation.
- Seek solutions and alternative methods to solve challenges faced on the job
- Work in a growth positive environment, open to new ideas and suggestions



EXPERIENCE

February 2019 – Present

Glover Daniels International, Research Associate.

I work at an international company delivering fast, flexible and thorough recruitment research solutions to leading multinational companies and executive search consultancies around the world. We are able to cover all the main sectors and regions from one strategically located Global Delivery Centre of Excellence.

Covering a broad array of sectors, such as IT services, Telecommunication, Banking, Financial services, Legal, Oil/gas/ energy/ construction, healthcare etc.

November 2018 – December 2018

Holborn Assets, Intern Lead Generator.

My job role requires the following, but not limited to below:

- Interpreting data, analyzing results and preparing quality reports.
- Develop and implement data collection.
- Ensure quality data extraction.
- Work closely with team members to achieve monthly targets

* Company shifted branch to another country

**August 2017 –
October 2017**

Wesswood International College, ICT Teacher.

Developed ICT subject learning plans for the grades 3 through 6. While attending to the needs of the class as a whole, individual attention was also given to those with learning difficulties.

Identified the students varying learning methods and applied unique teaching methodologies to accommodate them.



EDUCATION

**February 2017 –
November 2018**

Completed Higher National Diploma in Computing and Systems Development at Esoft Metro Campus, Kandy.

Currently waiting for results and certifications

**January 2016 –
December 2016**

Foundation Program for IT at External Degree Center, University of Colombo School of Computing

**January 2007 –
December 2015**

Completed secondary school education up to Ordinary Level Examination (G.C.E) at Wesswood International College, Sri Lanka

O/L results:	IT	A
	English	A
	Islam	B
	Accounting and Business Studies	C
	History	C
	Mathematics	S
	Science	S
	English Literature	S

**January 2004 –
December 2006**

Primary school education at SOAS College, Brunei Darussalam



GENERAL SKILLS

- Able to work well with MS Office Package Applications.
- Proficient in English, Tamil, Sinhala.
- Awareness of business trends.
- Able to conduct thorough research in different areas and perform an analysis.
- Easily able to adapt to new technologies and tools for efficiency.
- Able to work in a team in an agile environment.
- Able to adapt to different circumstances as required.
- Sound organizational skills and Able to work for a deadline.
- Able to accurately gather, interpret and analyze financial data.



REFEREES

1) M.H.C.M Asqin

- English Language and Literature Teacher.
- Diploma in English Language and Literature, Professional Diploma in Teaching
- No: 44; Vihara Lane, Sudhumpola, Kandy.
- +94773982892

2) A. Sritharan

- Vice Principal at Wesswood International College, Kandy.
- No: 170 Kurunegala Road, Kandy.
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