

JEROME FERNANDO

PROFESSIONAL SUMMARY

Highly motivated, hardworking, and reliable young professional currently seeking an opportunity to apply skills in customer services, documentation, database management, and other computer applications to meet challenging work assignments and support the management team. Excellent at communicating, writing, and editing. Keen attention to detail and focused on meeting deadlines.

EXPERIENCE

Mediterranean Shipping Company (MSC), Colombo, Western Province, Sri Lanka, Jan 2021 - May 2022

Freight Forwarder

- Prepared invoices for freight transportation.
- Consolidated loads with common destinations to reduce costs to individual shippers.
- Used good organizational skills to manage workload.
- Helped team complete assignments to meet goals.
- Finished tasks and job duties, adhering to deadlines to avoid delays.
- Addressed concerns quickly to avoid lasting issues.

EDUCATION

April 2023

Basics of Software Engineering Bootcamp

Information Technology

Lithan Academy , Singapore

- 12 month Bootcamp in learning the basics of software engineering - full stack developer.
- Completed Industrial standard software and projects.
https://drive.google.com/drive/folders/1_A9r3QjtdeWyA6d5hBq9jmVoi5lqR9uh?usp=share_link

CONTACT

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✉️ j.a.d.fernando@gmail.com

SKILLS

- PREPARE DOCUMENTATION
- TEAMWORK
- VERBAL COMMUNICATION
- MULTITASKING
- PROBLEM-SOLVING
- PLANNING
- TIME MANAGEMENT
- COMPUTER LITERACY

October 2022

Certificate In Basic Ship Agency Functions

Shipping and Logistics

Maritime shipping Academy, Colombo, Western Province

November 2019

Diploma in Information and Communication Technology

Information Technology

Jayasekara Management Center (Pvt) Ltd, Colombo,
Western Province

- Graduated with distinction.

De Mazenod College Kandana, Kandana, Western
Province, Sri Lanka

GCE A/L Examination 2020 (English Medium) Index No:
1579449

Commerce Stream

- English Language - A
- Business Studies - C
- Accounts - S
- Economics - S

GCE O/L Examination 2017 (English Medium) Index No:
70859647

- 3A 5B 1C

LANGUAGES

English

Advanced

Sinhala

Conversational

LINKEDIN PROFILE

<https://www.linkedin.com/in/jerome-fernando/>