

# Sanjuka Dishan Kanathigoda

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Sri Lankan National, Holding **valid Qatar Driving License and NOC**. Qualified Customer service professional with excellent customer service and administration skills with over 10 years of experience in Qatar and Sri Lanka with a good capacity to work under pressure while providing customers satisfaction within company policies.



## Work History

- Worked as Sales Advisor at Eclipse Car Protection Qatar. Handling all the walk in customers and the cooperate accounts, identifying customer requirements and explaining, advising the best solutions accordingly and taking care of after sales service and delivery of vehicles. From November 2022 to September 2024
- Worked as an Assistant Manager Customer Care at Otto Car sale PVT. LTD in Colombo, Sri Lanka – Handling all the customer inquiries, presenting the vehicles to customers, explaining them the features and details about the vehicle, handling test runs and coordinating them with the relevant departments and leasing companies to finalize sales, following up with the departments till the job done up to customer satisfaction while adhering to company policies. From July 2020 up to October 2022
- Worked as a Sales Executive at Stafford motor company - Handling the vehicle brand “Honda”. June 2019 to June 2020
- Worked as a sales officer at Associated Motorways (**Alfutaim Group**) Ltd from 2016 November to Aug 2017 – Handling the customer care and sales part and the back office administrative works finalize sales.
- Worked as business development assistant at Union Assurance Ltd in General division on group accidental covers since 2014 Jan to 2016 Aug. I was handling the cooperate section where I had to meet the companies and introduce our products and convince them to enroll with us.

## Professional Qualifications

- Currently at the final stage of Diploma in International Business Management
- Preliminary Certificate of Marketing by Sri Lanka Institute of Marketing
- Airport Ground Handling & Customer Service Diploma by International Airline & Aviation College

## Education

- Spoken English course – London Business School
- G. C. E Ordinary Level 2010

## Skills

- Leadership Qualities
- Time Management
- Problem Solving
- Exceptional Communication Skills
- Team Work
- Adaptability
- Computer Literacy

## Referees

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