

# SANDAMINI KARUNARATHNA

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## OBJECTIVE

Dynamic Assistant Manager with strong expertise in e-learning, instructional design, and training operations. Skilled in leading teams, managing end-to-end digital learning projects, and implementing innovative solutions. Passionate about leveraging technology and generative AI to create impactful, scalable learning experiences that support organizational development and community empowerment.

## SKILLS AND ABILITIES

E-Learning authoring tools (Articulate Storyline, Lumi Education)

LMS (Moodle)

Web Designing (WordPress)

Graphic Designing (Photoshop, InDesign, Illustrator, Canva)

Video Editing (Premiere Pro, CapCut)

Team Collaboration Tools (Trello, Tasks in Nextcloud, MS Teams)

## EXPERIENCE

### Assistant Manager, e-Learning (Assigned to Foundation.LK), LK Domain Registry

July 2025 - Present

Assist in managing e-learning and content development across multiple digital learning initiatives.

Supervise and mentor the e-learning development team, ensuring high-quality output and timely delivery.

Oversee student engagement activities to enhance learning outcomes and participation.

Plan and conduct training programs and awareness sessions (both online and physical).

Carry out instructional design tasks for the Python Programming Fundamentals for Beginners course (ongoing project).

Oversee the Suhurusara Accreditation Project.

Assisted in the Suhurusara website revamping project, improving user experience and functionality.

Oversaw and completed the final stages of the Certified Web Developer – Web Frontend and Web Security courses, ensuring smooth rollout and quality assurance.

Provide Subject Matter Expertise for Office AI Essentials (ongoing project).

Provided Subject Matter Expertise for the AI for Teachers and Web Design Using WordPress e-learning courses.

**e-Learning Developer, LK Domain Registry****July 2023 – July 2025**

Supervised the e-learning team of the Training Division (from April 2025).

Deputized for the Manager from May to July 2025.

Designed and developed e-learning content for the Suhurusara LMS (Moodle).

Functioned as Subject Matter Expert for curriculum development, instructional design, and course delivery of the Web Design Using WordPress course, achieving a 74.3% completion rate in the first batch, with subsequent batches continuing successfully.

Spearheaded the creation of bite-sized learning content for Suhurusara's Facebook (June–August 2024), resulting in a 30% increase in page reach.

Produced engaging digital content including videos for training, social media, and the BestWeb.lk competition.

Coordinated student engagement and course completion activities.

**Lecturer in Computing, APIIT Campus, Kandy****March 2022 – June 2023**

Delivered lectures for Degree and Pearson HND programs, covering subjects such as Web Design, Systems Analysis, Digital Technologies, IT Project Management, and Security.

Supervised and guided undergraduate student research projects, ensuring academic quality and practical relevance.

**External Online Tutor, Open University of Sri Lanka****October 2021 – July 2023**

Conducted online tutoring sessions for undergraduates.

Delivered courses in Information Systems & Data Management and Web Application Development.

**Temporary Instructor (Computer Technology), Sabaragamuwa University of Sri Lanka****May 2020 – February 2022**

Delivered lectures for undergraduate courses in Computer Technology.

Contributed to curriculum revision and exam invigilation.

Designed and developed university publications including Udyama Management Digest Magazine, FMS Family Newsletter, and various academic websites and promotional materials.

**Computer Instructor, IPCS, Ratnapura****November 2018 – March 2019**

Delivered NVQ Level 3 & 4 IT courses to vocational learners.

**Trainee Web Application Developer, IMDIOOM Solutions****May 2018 – November 2018**

Assisted in UI/UX and backend development.

Created project documentation and marketing materials.

**EDUCATION****MSc in Management and Information Technology (Reading)****Since 2025**

University of Kelaniya

**MSc in Digital Marketing, GPA: 3.48****2024**

Asia e University, Malaysia

|  |      |
|--|------|
| <b>Postgraduate Diploma in Information Technology (PGD in IT), GPA: 3.45</b>         | 2021 |
| Sri Lanka Institute of Information Technology (SLIIT)                                |      |
| <b>BSc (Hons) in Computer Science &amp; Software Engineering, Second Class Upper</b> | 2019 |
| University of Bedfordshire, UK   |      |
| <b>Higher National Diploma (HND) in Information Technology, GPA: 4.0</b>             | 2018 |
| Sri Lanka Institute of Advanced Technological Education (SLIATE)                     |      |

## PROFESSIONAL QUALIFICATIONS AND CERTIFICATIONS

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- **Instructional Design & eLearning**

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| <b>Certificate Program in Instructional Design (ADDIE Model)</b> | 2025 |
| Udemy  |      |
| <b>Mastering Variables in Articulate Storyline 360</b>           | 2024 |
| Udemy  |      |
| <b>ToT Programme on Student Engagement</b>                       | 2021 |
| OUSL, SLASSCOM, YOULEAD  |      |

- **Human Resources Management**

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|--|-----------|
| <b>Diploma In Professional HRM (DPHRM)</b> | Following |
| CIPM                                       |           |

- **Digital Marketing & AI**

|   |      |
|---|------|
| <b>Career Essentials in Generative AI by Microsoft and LinkedIn</b> | 2025 |
| LinkedIn Learning   |      |
| <b>Integrating Generative AI into the Creative Process</b>          | 2025 |
| LinkedIn Learning   |      |
| <b>What is Generative AI</b>  | 2024 |
| LinkedIn Learning   |      |
| <b>GenAI for L&amp;D Professionals</b>                              | 2024 |
| SLASSCOM  |      |
| <b>The Fundamentals of Digital Marketing (Certification Exam)</b>   | 2021 |
| Google Digital Garage   |      |

- **Internet Governance**

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|----------------------------|------|
| <b>Internet Governance</b> | 2024 |
| Internet Society (ISOC)    |      |

- **Media, Communication**

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|--|------|
| <b>Presenting &amp; Dubbing Master Class</b> | 2025 |
| AV Rase Studio by Dilan Senanayake           |      |

**Certificate Course in Fact Checking for the Electronic Media** 2021  
Sri Lanka College of Journalism

- **Other Professional Development**

**Wininspiration 4.0** 2025

Women in Management

**Certificate in Computer Literacy** 2015

Open University of Sri Lanka

**Diploma in English, Merit** 2014

Sabaragamuwa University of Sri Lanka

## FELLOWSHIPS

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**Asia Pacific Regional Internet Governance Forum (APrIGF) 2024** August 21-23, 2024

Theme: Evolving Ecosystems, Enduring Principles: Shaping Responsible Internet Governance

Venue: NTUH International Convention Center, Taipei

**Asia Pacific Next Generation Camp (16th APNG)** February 23–25, 2024

Theme: Exploring Generative AI and Its Transformative Impact on the Future

Venue: Kasetsart University, Bangkok, Thailand

## ACHIEVEMENTS AND EXTRA-CURRICULAR ACTIVITIES

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Senior Designer - Udyama Management Digest Magazine (Since February 2021)

Designer - Udyama Management Digest Magazine (July 2020 - February 2021)

Editorial Assistant - Udyama Management Digest Magazine, January 2021 Issue

Designer - 1st International Undergraduate Finance Research Conference (IUFRC 2021) which was organized by Sri Lanka Finance Association (SLFA) and hosted by the Department of Accountancy & Finance, Faculty of Management Studies, Sabaragamuwa University of Sri Lanka

Committee Member - 2nd Management Undergraduates' Research Session (MURS) 2020

Former Committee Member in School Media Club, School Science Society, R/Ferguson High School

Former Member in School Buddhist Association, R/Ferguson High School

Former Radio Club Member, R/Sivali Central College

## PERSONAL PROFILE

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Full Name: Wickrama Koralalage Sandamini Hansamali Karunarathna

Schools Attended: R/Ferguson High School R/Sivali Central College

Age: 31 years

Date of Birth: 26/07/1994

Marital Status: Unmarried

Nationality: Sri Lankan

## REFERENCES

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**Mr. Isuru Peiris**

Learning & Development Officer, Qatar Insurance Group

Former Manager – eLearning, LK Domain Registry

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**Prof. Dewasiri N. Jayantha**

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