









# Mr. S. Arulrajhan

ASSISTANT MANAGER(MIS)  
OF LRDC SERVICES

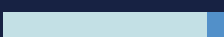






## Contact

-  +94 777 17 1234
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-  <https://ars.adtechnosys.com>
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Batticaloa, Sri Lanka

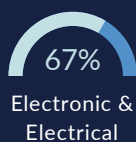
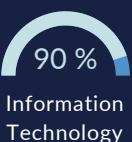
## Language

-  Tamil 
-  English 
-  Sinhala (basic) 

## Skills Summary

- System Maintenance 
- System Developing 
- System Auditing 
- System Analyzing 
- Web Designing 
- Graphic Desining 
- Multimedia Desining 

## Expertise



## About Me

I am Mr. S. Arulrajhan, an experienced IT professional and Assistant Manager (MIS) at LRDC Services, with a strong background in system development, web design, and IT infrastructure management. Holding a Bachelor of Science in Information Technology, I have extensive experience in system analysis, auditing, and multimedia design. My passion lies in creating efficient digital solutions that enhance organizational performance and user experience. I have also developed and manage several online platforms, including ARS InfoSys, ARSXpress, and a Learning Management System, reflecting my commitment to innovation and continuous growth in the field of information technology.

## Experience

- Assistant Manager (Management information systems) of LRDC Services**  
2020- Present
- Executive Officer (Management Information systems) of LRDC Services**  
2019- 2020
- Executive Assistant (Management Information systems) of LRDC Services**  
2016-2019
- IT Assistant (Management Information systems) of LRDC Services**  
2011-2016
- IT Technician of ARS PC Tec World**  
2005-2011
- Training Instructor of MyOwn Computer System (Pvt) Ltd.**  
04.2004 - 10.2004

## Education

- Bachelor of science (Information Technology)**  
I earned a Bachelor of Science in Information Technology. I am passionate about system development, auditing, analysis, and web design, and I strive to help our staff work more efficiently.

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## Education

- Certificate in Programming C#**  
Successfully completed the Certificate in Programming C# from Net Assist International (2018).
- Diploma in Web Designing**  
Earned a Diploma in Web Designing from the Kandy Business School of Sri Lanka (2004).
- Advanced Certificate in Computer Application**  
Completed the Advanced Certificate in Computer Application from MyOwn Computer Systems (2004).
- Completed a Diploma in Computer Hardware Engineering**  
Successfully completed the Diploma in Computer Hardware Engineering from Informatics College of IT (2003).
- Diploma in Technology**  
Completed a Diploma in Technology from the Open University of Sri Lanka (1999)
- Certificate in Computer Awareness**  
Successfully completed the Certificate in Computer Awareness from the Open University of Sri Lanka (1997).

## Online Courses

- Microsoft Visio 13/16/19 Like a Boss - The Definitive Course**  
Brian Culp on Udemy ( 07.2020 )
- Microsoft Azure Architect Technologies**  
COMET Compuserve Pvt Ltd. on Udemy ( 03.2021 )
- Completed the Excel Course**  
Earn And Excel Courses ( 04.2021 )
- Completed the PHP Course**  
Udemy ( 04.2021 )
- Learn Web Design Using WordPress**  
Udemy ( 10.2023 )

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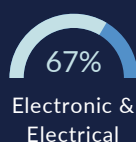
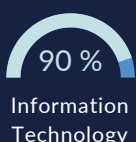
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## Digital Platform & System Development

- **Learning Management System (LMS) Developer,** [www.lms.arsxpress.com](http://www.lms.arsxpress.com)  
Designed, developed, and maintained a dedicated LMS platform to support student learning and facilitate continuous skill enhancement for working professionals.  
Implemented features focused on scalable content delivery to maximize user benefit and professional competency development.
- **Corporate Web Developer,** [www.lrdcservices.com](http://www.lrdcservices.com)  
Designed and developed the official corporate website for LRDC Services (Pvt) Ltd, providing a modern digital presence for Sri Lanka's leading security state agency.
- **Software Architect / Payroll System**  
Developed a comprehensive web-based payroll management system for LRDC Services, featuring automated salary calculations, attendance overview, and detailed financial reporting.
- **Software Architect / Attendance System**  
Developed a specialized attendance management system for LRDC Services, featuring real-time shift logging, workplace-wise employee summaries, and automated attendance reporting.
- **Software Architect / VOP Management System**  
Developed a comprehensive management system for LRDC Services to handle Employee VOP (Verification of Personnel) data, enabling efficient data entry, searching, and automated reporting.
- **Software Architect / Paysheet Viewer**  
Developed a secure web application for LRDC Services employees to access and view their monthly paysheets, featuring authenticated login, detailed salary breakdowns, and automated SMS notifications.
- **Software Architect / Stock Control System**  
Developed a comprehensive web-based stock control system for LRDC Services, featuring inventory management, purchase ordering, GRN processing, and real-time stock balance reporting.

## Contact

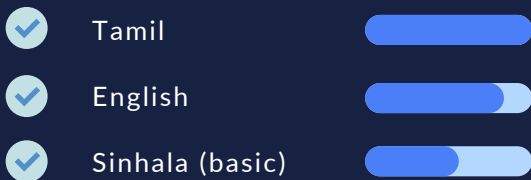
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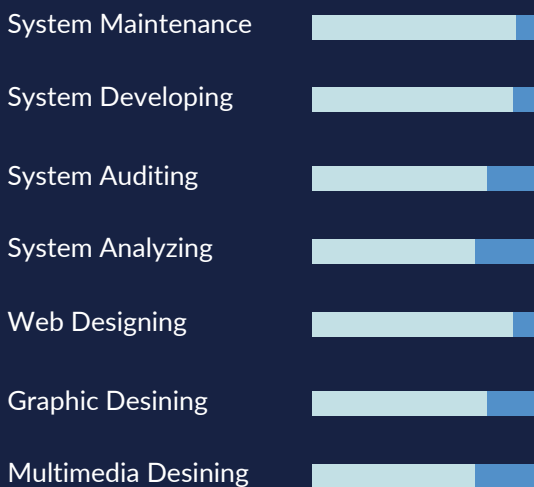
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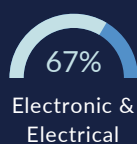
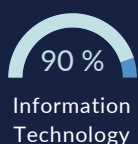
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## Skills Summary



## Expertise





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## Digital Platform & System Development

- **ARS Cloud System**

ARS Cloud is an online web app designed to securely store, view and share our important documents. It is ideal for securing office document files.

- **Video Learning Management System (LMS)**

Developed a Video Learning Management System (LMS) that enables instructors to enroll students and share educational content. The platform features a comprehensive user dashboard including History, Playlists, Watch Later, Liked Videos, and a personal video management section.

- **WAN messenger application**

We have created an application called WAN messenger. It can be installed and used in both web and android formats. It has many features including document sharing, voice and video sharing, and text messaging.

## Certification

- **Individual Business Registration Certificate**

I obtained a business registration certificate for ARS PC Tech World in 2009.

- **Business Improvement Training Program**

I completed the Business Improvement Training Program in 2006 and earned certification.

- **IT Workshop Series**

I attended the IT Workshop Series at Singapore Informatics Computer School and received a certificate in 2006.

I certify that the statements made in this document are true and accurate to the best of my knowledge. I am able to provide relevant documentation or references to support these claims upon request.

Yours sincerely

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S.Arulrajhan

Date: - -

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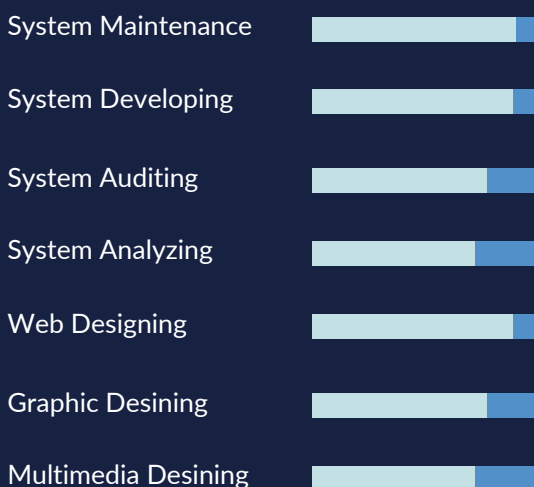
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