

D. H. Venuri Vethmini

venurivethmini2005@gmail.com

071 8554 715

Kottawa Malabe Road, Kottawa South, Sri Lanka

PROFILE

ICT undergraduate pursuing a BSc in ICT and an external Bachelor of Information Technology recently worked as a freelance data annotator contributing to AI training datasets. Strong English communication and writing skills with experience handling structured data in regulated environments. Highly detail-oriented with the ability to follow complex guidelines, maintain accuracy in repetitive tasks, and ensure consistency. Interested in contributing to data annotation, transcription, and AI training projects through careful analysis and high-quality data labeling.

EDUCATION

- BSc General Degree in ICT**
University of Sri Jayewardenepura
1st Year Undergraduate
- Bachelor of Information Technology (External)**
University of Colombo School of Computing (UCSC)
1st Year Undergraduate
- G.C.E. Advanced Level | 2023 (2024)**
Combined Mathematics – C
Physics – C
ICT – B
English Language - A
(Medium: English)

EXPERIENCE

Data Annotator Freelancer - Innodata Inc. | Remote | Feb 2026 (1month)

- Labeled and evaluated visual and multimedia content used in AI training datasets
- Ensured data accuracy, consistency, and quality following detailed annotation guidelines
- Reviewed and categorized data to support machine learning model development
- Maintained high attention to detail while performing repetitive annotation tasks
- Provided feedback to improve annotation workflows and quality control processes

Internship Trainee – Sampath bank PLC | 2024 October - 2025 April (6months)

- Maintained and organized large volumes of financial and administrative data with high accuracy
- Followed detailed operational guidelines and compliance procedures
- Performed repetitive data handling tasks while maintaining consistency and attention to detail
- Verified information for accuracy and ensured data integrity
- Worked with structured documentation and internal information systems
- Maintained confidentiality when handling sensitive records

SKILLS

Core Skills

- Strong attention to detail
- Accuracy and consistency in repetitive tasks
- Ability to follow complex guidelines and instructions
- Pattern recognition and analytical thinking
- Strong written English comprehension

Technical Skills

- Microsoft Excel and Microsoft Office
- Basic understanding of databases and information systems
- Structured documentation and data categorization
- Data organization and handling

LANGUAGES

English – Fluent