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Muthumuni Jayadeva de Silva

Personal information	Date of Birth	1 st October, 1949
	Civil Status	Married
Professional Experience	1996	Browns Group of Companies Director Human Resources
		▪ Serving up to present date
	1988 - 1996	Hayleys Group of Companies Human Resources Development Manager
	1985 - 1988	Browns Group of Companies Group Personnel Officer
	1980 - 1985	Usha Industries Limited Personnel Manager
	1979 - 1980	Lanka Textile Accessories Ltd. Administrative Manager
	1976 - 1979	Sri Lanka Sugar Corporation Research and Development Executive
	1975 - 1976	University of Sri Jayawardanapura Member of Academic Staff
Professional memberships		Member of British Institute of Management, MBIM (London).
		Member of Institute of Personnel Managers, MIPM (Sri Lanka)
Special assignments		Institute of Management Sri Lanka Resource Person
		▪ National Diploma in Personnel Management
	Open University Sri Lanka	Visiting Lecturer (Human resources management)
		▪ For Post Graduate Diploma in Industrial Engineering

National Institute of Business Management Sri Lanka
Faculty Member (Human resources management)

- Marketing

National Committee for Validation of Vocational Qualifications Sri Lanka
Member

- Apprenticeship Board

Working Committee for the Establishment of the National Skills Development Fund Sri Lanka

Member

- Appointed by the World Bank (Ministry of Industrial Development)
- Studied the Skill Development Systems in Singapore, Indonesia, Mauritius and Australia

Additional memberships

- Member of the Sri Lanka Association for the Advancement of Science.

- Member of the Soil Science Society of Sri Lanka.

- Member of the Quality Circle Association of Sri Lanka.

- Founder Member of the Sri Lanka Inventors Association.

- Council Member of the Institute of Personnel Management of Sri Lanka.

Additional professional activities

Specialised overseas training

- ILO Fellowship on Training Systems Design in the Republic of Belarus – 1990.
- Stanford University & National University Of Singapore – Joint Programme on General Management-1992
- Study Programme on Total Quality Management conducted by Nikkeren International Co-operation Centre & Japanese Union of Scientists & Engineers In Japan – 1996.

Specialised local training

- Principles of Negotiating Agreements (19th – 20th Sep.1985) conducted by Employers Federation of Ceylon.
- Misconduct, Disciplinary action & Procedure, Grievance Handling (29th Aug. 5th Sep. 3rd Oct. 1986) conducted by Employers Federation of Ceylon.
- Financial Management for Non Financial Executives (19th – 22nd Nov.1998) Conducted by Hayleys Group
- Employee Counseling (3rd – 5th Aug. 1998) Conducted by National Institute of Business Management.

- Train the Trainer Programme (12th – 16th Nov.1990) Conducted by International Labour Organisation (ILO) and the Employers Federation of Ceylon (EFC).
- Developing Leadership Programme (8th-9th Nov.1990) Conducted by ILO & EFC.
- Quality Circle Facilitators Training Programme_(19th – 23rd March 1990) conducted by Sri Lanka Standards Institute.
- Professional Communication Skills (19th – 22nd Feb.1992) conducted by British Council.
- Two way Communication for Productivity Improvement. (27th - 29th July 1992) Conducted by ILO, EFC & Nikkeren (Japanese Employer's Federation).
- Negotiating Skills and Strategies (12th – 13th Feb. 1993) Conducted by Narsee Monjee Institute of Management Studies, Bombay.
- Formulating Competitive Business Strategy (1st – 2nd Oct.1993) conducted by the Post Graduate Institute of Management.
- Productivity & Innovation in Industries_(16th – 17th May 1994) conducted by Industrial Development Board.

Community activities

Worked in many community activities as a member of the Lions Club of Havelock Town.

Publications

- Why People Stay Away from Work *'Hayley News' January 1990.*
- What an Employer looks for in a Young Graduate? *ALGSG News Letter: Issue No.1 August 1991.*
- Companies Training Programmes- *Summary Report of the Proceedings of the National Meeting on Human Resources Development Through Dual Training – 1991.*
- Managing People's Talents – *The Island 23.05.92.*
- Quality is in People – *PIM Conference on Management Studies 1992.*
- Art of Strategic Management & Thinking. *International Institute of Strategic Management Conference – Colombo 1993.*
- Human Resources Development for Small & Medium Scale Industry in the Private Sector 93 -*Paper presented at a Seminar organised by the Institute of Chemistry of Ceylon.*
- "Creativity Techniques for improving Quality Circle Activities". -*National Quality Circle Convention 1995.*
- "Counselling – A Method to Understand Your Employees" – *IPM-News Letter- Vol. I Sec.VIII 1995*
- "Cogniculture as a New Tool for Business Development – *Paper presented at the Golden Jubilee of the Sri-Lanka Association for the Advancement of Science 1995*
- "A Diagnostic Chart for Human Resource Managers"- *IPM News Letter – Vol. I Sec.XVII 1996.*