



Jayanthi Lakshman – Administrative Coordinator

Jayanthi is a commerce graduate with over 21 years experience in the Development Sector. Beginning her career as Administrative Officer at the Overseas Development Institute (ODI) of British High Commission funded project, she has been with an NGO – OUTREACH handling Administration and HR and has experience in monitoring & compilation of Project Reports, Project Accounts, Event management, Communication, Co-ordination and Follow up with Project Offices/ Donors/ Associates etc. She is in charge of the office Administration and Accounts at I Create.

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