



APPOINTMENTS

MAKING OPPORTUNITIES KNOCK ON YOUR DOOR



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POST OF ASSISTANT ACCOUNTANT

The Chartered Institute of Marketing, Sri Lanka Region is the largest overseas region of The Chartered Institute of Marketing (UK) which is the world's largest and most recognised professional body for marketing with a worldwide membership of over 50,000. The CIM Sri Lanka Regional Office is administered locally and is the centre for all CIM activities, local and regional, comprising the SAARC countries.

We are currently looking for a dynamic young individual to be a part of our existing management team. As the Assistant Accountant, the selected candidate will be responsible for cash-flow management, budget formulation, preparation of monthly accounts, costing, routine accounting functions and management of informational reports.

Candidate Profile
The ideal candidate should be -

- Below 30 years of age
- At least part qualified in ICASL, ACCA-UK or CIMA-UK with a minimum of 2 years experience in a similar capacity
- Able to work independently
- Proficient in written and spoken English
- Familiar with working in a computerised environment and computer-based accounting packages, which is essential.

An attractive and negotiable remuneration package awaits the selected candidate. Apply with complete résumé & the names of 2 non-related referees within 7 days of this advertisement, to:

The Chairman,
The Chartered Institute of Marketing Sri Lanka Region,
No. 12, Pedris Road,
Colombo 3. www.cim.lk

TRAINEE MANAGEMENT EXECUTIVES (MARKETING)

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POST OF CONFIDENTIAL SECRETARY


Are you young energetic and confident with a pleasing personality?

Should also be fluent in written and spoken English, with a very good computer knowledge Should be able to correspond independently. Filing, inventory skills are essential.

If you think you can take on the challenges of working in a hotel environment maintaining a high level of honesty an integrity then send in your application to:

The Chairman
Palm Beach Hotel
52, De Seram Road, Mount Lavinia.
E-mail: palmsbch@sltnet.lk

QUANTITY SURVEYING & DRAUGHTSMANSHIP LECTURERS (PART TIME/FULL TIME)



Sky Line Institute, A well established educational Institute is calling for part time visiting Lecturers for its Quantity Surveying and Draughtsmanship Programme leading to BSc. (QS Lecturers).

Candidates should be qualified to teach QS related Subjects.


The ideal candidate should be preferably a Degree holder in related field with professional qualifications in Quantity Surveying/Building Studies.

The remuneration package will be in par with Market standards.

Apply on or before 25th of September.

No: 13, Frances Road, Wellawatha, Colombo 06. (Between Station Road and Wellawatha Mosque)
Mohamed_haniffa_riyas@hotmail.com

A.P.I.I.T



Promoting Quality in Higher Education through Global Partnership

APIIT-Sri Lanka, a leading higher education institute set up in partnership with APIIT-Malaysia and Staffordshire University, U.K. is part of an international collaboration with links to a wide range of reputable universities in the U.K. and Australia. APIIT-Sri Lanka offers Staffordshire University Degree Programmes and provides excellent opportunities for classroom learning, independent and group studies and research.

Our mission is to produce internationally recognized computing and business professionals who will meet the demands of the industry & commerce and contribute to the socio-economic development of the country.

APIIT-Sri Lanka is privileged to be in a position to help meet the increasing demand for high quality university education in Sri Lanka. To steer our expanding operations, we are looking for dynamic, career oriented and highly self-motivated persons for the following positions:

Academic Administrator

Job Responsibilities:

- 1) Administering undergraduate programmes
- 1) Coordinating with foreign partners/universities to ensure effective programme delivery and student assessment
- 1) Managing and coordinating all activities in relation to examinations
- 1) Planning and executing student support services

Person Profile:

- Graduate of a recognised university
- Excellent communication and PR skills
- Ability to pay meticulous attention to detail
- High level of computer literacy
- Previous experience in a similar capacity would be an advantage


Management Trainees

This is an ideal opportunity for graduates who are aspiring to a rewarding career in Management. Selected individuals will be provided with training in various functions and assigned suitable positions for career advancement.

Preference will be given to graduates with First Class (Hons) and Second Class (Hons) Upper Division passes. English competency and computer literacy are essential.

An attractive remuneration package, a modern working environment and opportunities for learning and career advancement are on offer for the successful candidates.

Please submit a detailed CV with a recent passport-size photograph on or before 29th September 2008.


Corporate Services Manager,
APIIT City Campus, 388, Union Place, Colombo 02.
Tel: 2675060 Fax: 2687249
E-mail: careers@apiit.lk Web: www.apiit.edu.lk