

# ST APPOINTMENTS

MAKING OPPORTUNITIES KNOCK ON YOUR DOOR

**Vacancy**

**Post of Executive Director**

**Regional Centre for Strategic Studies (RCSS)**  
410/27, Bauddhaloka Mawatha  
Colombo - 07  
Sri Lanka

RCSS, a non-governmental regional think tank on strategic issues related to South Asia, invites applications from nationals of Sri Lanka for its top executive position to be filled up in November 2008.

The tenure is for a fixed term of three years. Attractive remuneration is available at expatriate scale in Sri Lanka. The desired candidate will be a mature strategic analyst, familiar with regional and international strategic issues, well known internationally and with extensive publications in the field. S/he will have demonstrated executive and administrative capability suitable for running such an institution efficiently. S/he should also have the ability and experience in raising funds, to support the Center's activities.

Female candidates are particularly encouraged to apply.

Candidates may please apply with detailed CVs to the above address by October 26, 2008.

RCSS Website: <http://www.rcss.lk>

## VACANCIES

We are a leading IT company in Sri Lanka, Authorised Business partners for HP and Fenton, we required services of dynamic individuals who will fit into our team.

**hp**  
invent  
Authorised Business Partner

**Senior Marketing Executive/ Marketing Executives**

A Young Dynamic persons with an outstanding proven track record in sales and marketing should be competent in initiating and canvassing Business independently. Should possess a valid riding License.

**Remuneration**  
Remuneration will be based on qualifications and achievements.

**Fenton**  
Authorised Distributor

Please apply within 7 days.

**Director - Human Resources,**

**SILICON**  
Information Systems (Pvt) Ltd

No: 32, Wijayaba Mawatha, Nawala Road, Nugegoda.  
E-mail: [sales@silicon.lk](mailto:sales@silicon.lk)

## IMMEDIATE VACANCIES

**DPEX**  
WORLDWIDE

**Customer Service Assistants**

If you are computer literate, have a very good knowledge of written and spoken English and willing to work long hours, you could be one of the candidates we are looking. A pleasing personality and knowledge of the Courier industry would be advantageous.

**Courier Assistants**

Valid Motor Bike Riding License needed. Having your own Bike would be a plus point.

**Drivers**

Valid Driving License is a must.

**Receptionist**

An Ideal opening for a school leaver with fluency in English and a pleasant personality.

**Senior Sales Executives**

This is for Individuals with a proven track record in the Service Industry - Particularly Courier. Limitless possibilities beckon selected candidates who can show their capabilities.

Please send in your CV  
Before 26<sup>th</sup> Oct '08  
The Manager  
**DPEX Worldwide (Pvt) Ltd**  
135, 4<sup>th</sup> Floor,  
Colvin R. De Silva Mawatha,  
Colombo 2.

## Time Management to Life Management

By NUWAN SAMARAPATHI



Living in this world of scarcity and monetary values, everything has a price tag attached to it, and 'Time' is something that the majority in the modern world value more than anything else.

Although all of us work under the same clock and have the same 24 hours per day, the seconds of our times are valued differently, ranging from mere few rupees to mil-

lions of dollars. And, in the corporate world, you often hear time being referred to as something to take charge over and 'manage'.

But is TIME something that we can 'manage'? Let us take few minutes to explore this interesting concept.

**Our lifelong relationship with TIME:**

Our relationship with 'time' begins at the time we were born. Even before a name was given to a newborn baby, the time of the birth is noted, and in our culture, rushed to the astrologer. We grow up with 'time' - we celebrate births and anniver-



saries, guided by our calendars. We read our first words, lay the first brick to a new house, get married and take the new car out - all watching the clock closely to ensure it is the 'right' time. And when we die, the first the doctor does after checking the vital signs is to look at the clock to note the time of death. Time is indeed a life long companion.

And of that reason, we talk as if TIME has its own life and energy. We celebrate certain times of the year either with kiribath and oil cake or with Champagne and fireworks. We fear time, specially the future and praise the past which was always better than the present. We talked about 'doomsday' and also about the narrow escape we had with the 'Y2K' bug and the predicted end of days at the turn of the millennium.

And TIME is always an icebreaker in conversations where we either complain about the lack of time (to go to the gym, cook a proper meal for the family, take up further studying, etc) or we praise it ('thank God it is Friday', 'weekends are the best!').

If you have ever listened to people speak of TIME, you'll be amazed at the in-depth understanding they claim to have of it. They say:

- Time changes appearances ("oh the time has changed so much since I last saw you")

- Time changes people's perspectives and opinions ("the time changed the views of her parents about the man she eloped with and they accepted him into the family")

- Time changes social expressions ("in my time we never wore the scanty clothes the youth wear these days")

- Time changed everything ("give it some time, time will heal and change everything")

Given that we attribute this much and claim to know about time like we know our own brother, no wonder we each have a watch strapped to our wrists and few other time keepers around us all the time, on the walls, on the mobile, on our computers and even on the margin of the television screens! Often we keep diaries that are nicely divided in to hours of the day and we run around looking at the diary and the wrist watch as if we would not know whether to turn left or right if we lose either of them!

But that does not really stop us from taking time for granted! We all know that we will die one day and therefore have limited time on this earth, but that does not stop us from taking what we consider as 'insignificant' timeframes for granted, we 'wasted' seconds, minutes and even days without really losing sleep over it.

But in our conversations we are the masters of enslaving time: we talk about 'allocating time', 'tracking time', 'spending time', 'killing time', 'wasting time', and even the incredible 'making time'!

**But... DOES TIME REALLY EXIST?**

Close your eyes to the timekeeper strapped to your wrist and close the day planner momentarily. Think about this for few seconds:

"Time is a concept created to track transitions and changes: day to night, young to old, life to death".

TIME, the conventional way we understand it as seconds, minutes, hours, days, weeks, months and years, DOES NOT EXIST!

Time is a man-made product of convenience. What actually exists is LIFE! This is why we need to have a mental transition from 'time management' to LIFE MANAGEMENT!

Now you may ask why. Without taking too much of your time, I will give you one reason: you cannot manage something that you do not have any control over and YOU HAVE ABSOLUTELY NO CONTROL OVER TIME!

But, most of us (unless you are living in a prison or being kept alive by life-support equipments at the hospital) DO have control over:

- How we spend our lives
- What we do with our days
- How we support others to live their lives, and
- What legacy we leave behind!

**Remind yourself that:**

- life can end any second and the present moment is all we have anyway
- lives and earth we live on are changed, constructively and destructively, second by second, around the world

**Just to give you few examples....**

- every SECOND of the day, 4 new people start their hearts beating and begin a new journey on this planet, while 6.3 billion hearts beat once in unison around the world as if to greet the new heartbeat

- every FIVE SECONDS of the day, people around the world spend US\$ 8 million while sending 41 million text messages and 700,000 emails

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**CRM EXECUTIVE**

CCS Elsuma (BOI) a leading Electronic manufacturing Company in Sri Lanka with the Head Office in Switzerland requires the services of a dynamic individual for the above position with at least 02 years working experience, strong communication and analytical skills and be able to interact positively at all levels.

Should possess sufficient basic logistic skills and well developed computing skills with specific experience on Microsoft Office applications.

Exposure to ERP environment will be an added qualification.

• Salary negotiable

Please forward the CV with your contact number to reach the following address within ten days.

**CCS Elsuma (Pvt) Limited**  
Baseline Road, Daluwakotuwa Kochchikade, (Negombo)  
E-mail: [personnel@ccselsuma.com](mailto:personnel@ccselsuma.com)  
Fax to 031-4870933

**GRAPHIC DESIGNER**

**TAMIL**

The Ideal Candidates Should have minimum 02 years experience in relevant fields and a good knowledge in Corel Draw, Photo Shop, Page Maker & Tamil Language.

Apply within 10 days.

**CHAMPA STORES (PVT) LTD.**  
40, Dalada Veediya, Kandy.

## VACANCY

**F&G Real Estate Co. Ltd., a member of Ceylinco Consolidated, seeks the services of dynamic, efficient and pleasant lady who is interested in pursuing a successful career with us to fill in the following post:**

### SECRETARY

You will be expected to work independently and efficiently and report to the Director general manager and it's mandatory to handle all correspondence and secretarial work, liaise with both internal and outside parties

**Qualification and Experience**

- The ideal candidate should have a pleasing personality.
- Confidence to work in a computerized environment with experience in Office package.
- Excellent command of English is essential.
- Recognized secretarial qualifications would be advantageous.

Willingness to work long hours under minimum supervision is essential for the above position. An attractive remuneration package and opportunity for carrier advancement are assured for right candidate.

Completed applications stating two non related referees should reach the address below within 10 days of this advertisement with the post applied for stated on the top left hand corner of the envelope.

**The Deputy Chairman/Chief Executive Director**  
**F&G Real Estate Company Ltd.**  
16/ B, Alfred House Gardens, Colombo 3.

## VACANCY FOR A STORE KEEPER

We are a 100% export oriented Company manufacturing cleaning tools and ancillary products. In line with our expansion plan, we are looking for a capable and ambitious person to join our team.

The ideal candidate should be:

- A/L qualified
- Age below 35 years
- Minimum 5 years experience in similar capacity
- Should be able to work in a computerized environment

Salary is negotiable and will be commensurate with qualifications and experience. Fringe benefits will be available to the right candidate.

Interested applicants are invited to write in with a detailed resume to, [tasz@sltnet.lk](mailto:tasz@sltnet.lk) or fax; 011 2307169 to reach us within 10 days of this advertisement.