# How and when to empower people work decisions and planning. This involvement

APPOINTMENTS

Employee involvement is creating an environment in which people have an impact on decisions and actions that affect their jobs. Employee involvement is not the goal nor is it a tool, as practiced in many organizations. Rather, it is a management and leadership philosophy about how people are most enabled to contribute to continuous improvement and the ongoing success of their work organization.

My bias, from working with people for 35+ years, is to involve people as much as possible in all aspects of

increases ownership and commitment, retains your best employees, and fosters an environment in which people choose to be motivated and contributing. It is also important for team building.

How to involve employees in decisionmaking and continuous improvement activities is the strategic aspect of involvement and can include such methods as suggestion systems, manufacturing cells, work teams, continuous improvement meetings, Kaizen

(continuous improvement) events, corrective action processes and periodic discussions with

the supervisor. Intrinsic to most employee involvement processes is training in team effectiveness, communication, and problem solving: the development

like to start their career as -

Sales Representatives

Computer Operator

Also we have vacancies for

> Auto-Cad Operator

Marketing Managers Junior and Senior Secretaries

If you are interested in a comfortable

future contact

**Employment Placement Division** 

**Gladiator International** 

We are hunting for suitable personnel for

under mentioned vacancies urgently

We are hunting for school leavers male/females who

Recentionist/Telephone Operators

Travel & Ticketing Assistant

Junior and Senior Accountants

Customer Care Assistants/Executives

In short there are vacancies ranging from level of a Chief

Executive Officer (CEQ) to floor level workers.

Vacancies available for professionals in reputed/recognize

You are required to be present with your Curriculum Vitae

for registration and preliminary interview.

Employment Placement Division

Gladiator International (Pvt) Ltd

519/7, Elvitigala Mawatha, Narahenpita, Colombo 05. Telephone: 258 9965, Email: gladiator@sltnet.lk

Marketing Executives (more vacancies for Freight

of reward and recognition systems; and frequently, the sharing of gains made through employee involvement

#### **Employee Involvement Model**

For people and organizations that desire a model to apply, the best I have discovered was developed from work by Tannenbaum and Schmidt (1958) and Sadler (1970). They provide a continuum for leadership and involvement that includes an increasing role for

employees and a decreasing role for supervisors in the decision process. The continuum includes this progression.

Tell: the supervisor makes the decision and announces it to staff. The supervisor provides complete direction. Tell is useful when communicating about safety issues, government regulations and for decisions that neither require nor ask for employee input.

Sell: the supervisor makes the decision and then attempts to gain commitment from staff by "selling" the positive aspects of the decision. Sell is useful when employee commitment is needed, but the decision is not open to employee influence. -humanresources.about.com

# **POST OF INTERNAL AUDITOR**

■ Fully qualified Chartered Accountant.

young persons to join our Management Team.

CAREERS

■ Should possess knowledge on all aspects of Internal Audit, Internal Controls and preparation of Internal Reports.

LANKEM CEYLON PLC ranks amongst Sri Lanka's largest and most reputed public quoted companies and a part of a well-diversified Group.

As we strive to achieve excellence and expand our business in various categories, we are looking for self-motivated, ambitious and energetic

- Working experience in a Manufacturing environment is a definite
- Ability to identify and report shortcomings in the Accounting System.
- Excellent written and oral communication skills in English are
- Exposure to a computerized accounting working environment would be advantageous.

## **POST OF INTERNAL AUDIT TRAINEES**

- Should be a registered student of a professional accounting body.
- Should be computer literate.
- Ability to work with minimum supervision.
- Excellent command of English.
- Age below 30 years.

If interested, please forward your application with detailed resume within 10 days to the address given below. Please indicate on the top left-hand corner of the envelope the relevant position applied for.

All applications will be treated in strict confidence and canvassing in any form will be considered as a disqualification.

The General Manager - Human Resources & Administration,

#### LANKEM CEYLON PLC

P. O. Box 919, Colombo. E-mail: vacancies@lankem.lk

## Vacancy for an Accountant

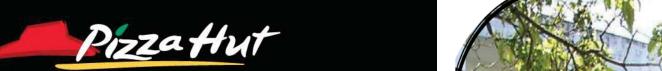
International Organization has an immediate opening for a qualified professional accountant seeking future professional growth prospects.

#### Qualifications and experience required:

- Knowledge of accounting principles and Sri Lanka accounting
- Knowledge and experience in general accounting and tax accounting and reporting for companies limited by a guarantee and international non-governmental organizations
- Ability to produce required management reports and perform bank and cash reconciliations
- Ability to produce monthly balance sheets, profit and loss statements and cash flow statements
- At least two years of professional experience as an
- Knowledge of conversational English language
- Important Prior experience working with and ability to comprehensively use QuickBooks accounting software for accounting and reporting is a mandatory requirement. Applicants without prior verifiable experience operating QuickBooks software will not be considered.

Compensation is negotiable and will be reflective of the experience of the successful applicant.

Professionals interested in the vacancy please send your Resume and cover letter to accountant\_sl@ymail.com at your earliest convenience but no later than 21st February 2009. All short listed candidates will be contacted.



# Call Centre Manager / Call Centre Agent

Here's a great opportunity knocking on your door.

We are looking for a dynamic and self motivated individuals with excellent command in English

# Call Centre Manager

Age between 25-45 yrs.

## Qualifications

- Experience in customer handling and people managerial skills will be an added advantage.
- Salary is negotiable and will commensurate with qualifications and experience.
- attractive packages and fringe benefits will be offered to the right candidates.

# Call Centre Agent

- A/L Qualified.
- Age between 25-45 yrs.
- Experience in call centre / Telemarketing will be an added advantage.

No: 321/A Union Place Colombo 2

0773228530 0777689338 Mob:

Priority will be given to candidates located close vicinity to Dehiwala

Email: hr@gamma.lk For inquaries call between 9am to 5pm





NATIONAL SCIENCE FOUNDATION (NSF) Ministry of Science and Technology

## POST OF DIRECTOR

The National Science Foundation is a body corporate functioning under the auspices of the Ministry of Science and Technology.

Major functions of the NSF are to initiate, facilitate and support basic and applied scientific research and to promote Science and Technology in Sri Lanka.

We are sourcing candidates to be considered for appointment as Director of the National Science Foundation, who will function as the Chief Executive Officer and assume responsibility for the management of the Foundation, reporting to the Chairperson and the Board of Management.

The ideal candidate should posses a good basic degree in science from a recognized University and a recognized postgraduate degree in a science related discipline or a recognized professional qualification in Management. He/she should posses at least fifteen years of post-qualifying experience in progressively responsible positions in research and management at national/international level.

The selected candidate will posses, strong interpersonal and communication skills and the ability to lead a team of scientific and non-scientific personnel with diverse backgrounds. Computer literacy is a requirement.

The appointment will be on a fixed term renewable contract for a period of 03 years.

Remuneration package will include a car with a fuel allowance for official and limited private use according to the prevailing Government rules and regulations.

Please forward your Curriculum Vitae to Director, National Science Foundation, 47/5, Maitland Place, Colombo 07 on or before 27 February 2009.

For more details regarding experience, attributes and professional competencies of the preferred candidate and duties and accountabilities related to the post, please visit the NSF website at

> Director National Science Foundation

