

COSMOS TRADING COMPANY (PVT) LTD
CONFIDENTIAL SECRETARY/PERSONAL ASSISTANT
 We are a company involved in Marketing & Distribution of F M C G products.
 For our Managing Director we require a Confidential Secretary/Personal Assistant who will be directly reporting to him. Minimum 5-10 years of experience, age between 35-45 years, salary negotiable.
 Apply with 2 non related referees to the following address OR email to cosmostrd@gmail.com within 7 working days.
Managing Director
Cosmos Trading Company Ltd
29, Grenier Road
Colombo 8

COSMOS TRADING COMPANY (PVT) LTD
SALES PERSONNEL
 We require Sales Personnel to handle our International Brand of Cosmetics in Colombo and Suburbs. Male or Females aged between 22-35.
 Please apply with 2 non related referees to the following address OR email to cosmostrd@gmail.com
Marketing Manager
Cosmos Trading Company Ltd
29, Grenier Road
Colombo 8

Who can make pattern Have to cut Block and after that finishing the sample Male Experience Tailor Wanted Immediately **077 8223085**

VACANCY
 Manager for textile Exporting
WELL EXPERIENCE IN TEXTILE FIELD
 SEND CV TO: megameem@gmail.com
0772924000

COSMOS TRADING COMPANY (PVT) LTD
SALES REPRESENTATIVES

We require Sale Representatives for the following Areas:
 Gampaha, Negombo, Nugegoda, Battaramulla, Maharagama, Homagama, Ambalanthota, Hatton, Kegalle, Kandy, Matale, Chilaw, Puttalam, Anuradhapura, Polonnaruwa, Trincomalee, Madawatchchiya, Kilinochchi
 Minimum 1-2 years sales experience in FMCG products range. We offer an exciting remuneration package, salary plus commission and other allowances.
 Apply with 2 non related referees to the following address OR email to cosmostrd@gmail.com

Marketing Manager
Cosmos Trading Company Ltd
29, Grenier Road
Colombo 8

TALLY CLERK

A MULTINATIONAL COMPANY REQUIRES AN EXPERIENCED MALE TALLY CLERK FOR IT'S COMMODITY WAREHOUSE IN COLOMBO SUBURB.

A GOOD REMUNERATION PACKAGE AWAITS THE RIGHT CANDIDATE.

PLEASE FORWARD YOUR APPLICATION WITH CONTACT DETAILS OF TWO NON RELATED REFEREES WITHIN SEVEN DAYS OF THIS ADVERTISEMENT TO -

e-mail royban@sltnet.lk

By Post THE ADVERTISER
 FIRST FLOOR
 114, BRAYBROOKE PLACE
 COLOMBO 02

PLEASE MARK "APPLICATION FOR TALLY CLERK" ON THE TOP LEFT HAND CORNER OF THE ENVELOPE.

Auto Miraj III

Total auto care
www.automiraj.lk

IMMEDIATE VANCANCIES FOR JUNIOR ACCOUNTANTS

Auto Miraj, the largest automobile service provider in the country with a branch network of 15 outlets and now diversified into total auto care has the above openings in our Ratmalana cluster.

Qualifications

- Fully qualified AAT or part qualified in ACCA/ACSL
- 3 to 5 years experience in accounting field of commercial sector
- Ability to work on computerized accounting packages
- Age below 45 years

Please forward your resume with contact details together with names, addresses and contact numbers of two non-related referees, within 07 days of this advertisement or walk-in for interview from 25th to 29th October.

Director (HR)
 Auto Miraj Motor Co. (Pvt) Ltd
 # 66, Attidiya Road - Ratmalana.
 Email auto.miraj@gmail.com

Travel Trade Vacancies

Rewarding Careers with Superlink Travels
 The largest outbound tour operator in Sri Lanka

- Inbound Tour Executive (With 01 year experience and a Very good knowledge of Tour Costing etc.,)
- Travel Executive (01 year experience in the Travel Trade with IATA Diploma)

Please send your resume to :
Personnel Manager
Superlink Travels (Pvt) Ltd.
 'Lucky Plaza' 70, Kollupitiya Lane (St. Anthony's Mawatha) Colombo 03
 Tel : 2573767, 2575900, 2575698 Fax: 2575832
 Email: superlink@superlink.eureka.lk
 Website : www.superlinktravels.com

VACANCY
 We are on the lookout for a Receptionist with a good knowledge of English stenography for our office located in Colombo 7
Hotline : 0112421665



CAN YOU CHARGE UP OUR SALES!

SALES SUPERVISORS - Job Description

- Responsible to achieve sales & distribution goals of Energizer & Eveready Brands through the management of key dealers / van sales in the assigned territory
- Recognize & develop market opportunities & identify new markets
- Provide on the job training for TSRs/ DSRs
- Will report to the Field Sales Manager

Requirements

- 5 years' experience in the FMCG sector
- Good G.C.E. Ordinary Level and G.C.E. Advanced Level results
- Literacy in English language - Both oral and written
- Computer Literacy
- Partly qualifications in SLIM Or CIM

Attractive remuneration packages await the chosen individuals

Please apply with full particulars by e mail or post within 10 days of this advertisement.

Email : energizer.recruit@gmail.com or post indicating the position on the top left hand corner of the envelope to
 Manager - Human resources
 Energizer Lanka Limited
 25, Alfred Place, Colombo 3

Does fashion inspire you?
Is it part of you? Well then come on aboard!

We are looking for fresh talent to join us at our soon to be launched mega flagship store. The Cotton Collection team will be passionate towards our customers, energetic and have an eye for fashion. If you are someone who has all of these traits and a good command of English, then we would love to have you with us. There will be an attractive salary and other incentives on offer to the right person.

Chief Retail Store Manager (male) : ref CC/CSM

A dynamic leader, you will have relevant qualifications with a minimum of 5 years experience in retail. You will take full responsibility of the large showroom and lead an entire sales team to achieve set targets while maintaining high standards. Additionally handling business promotions and development among large customer groups, service providers and also liaise with other departments

Assistant HR Manager : ref CC/AHM

A people's person with skills and knowledge of local employment regulations, you will be a motivator. Strong leadership in all HR department led activities including recruitment, induction, performance, training and evaluations of the company's HR is expected. A professionally qualified person with a good command of English and Sinhala, backed with atleast 5 years of experience in a relevant field will be most suited.

Retail Store Manager (male / female) : ref CC/CSRM

With the expertise to manage an entire floor, you will be responsible for a sales team, managing of stocks, and customer relations. An individual with atleast 5 years of relevant experience is most suited.

Sales Supervisors : ref CC/SSS

Young, trendy and confident, you will be responsible for maintaining optimum shelf stock, high standard of customer service and sales growth within a department and division.

Cashier (Female) : ref CC/CA

Someone with a pleasing personality and smart with numbers, you will be able to operate POS machines efficiently.

Quality Auditors : ref CC/QA

Someone with a feel for detail and a fair knowledge in sewing or manufacturing process, you will make sure that high quality standards are maintained with all our merchandize prior to display on the sales floor.

Senior Fashion Buyer : ref CC/SFB

A young lady with boundless zest and zeal for fashion you will have to travel overseas. With good communication and negotiation skills, you will have a professional qualification in fashion / textile design. Leading a team of buyers your responsibility includes sourcing suppliers and developing new product ranges to improve sales.

Visual Merchandiser (male / female) : ref CC/VM

An 'arty' type, you will be someone who loves to express anything creatively. Responsible for maintaining the freshness of the store, you will regularly come up with ways and means to create unique experiences at Cotton Collection. Experience in retail fashion will make you the perfect candidate.

Social Media Specialist : ref CC/SMS

A young IT savvy soul, with keen interest in social photography and social networking, you will have the ability to create a 'buzz'. School leavers with a 'know how' in graphics are encouraged to apply.

Sales Assistant : ref CC/SA

Constantly on the lookout to help customers, you will have a smart and pleasing personality and good selling skills. Always ready to serve with a smile.



sounds cool to you?!! Then please send in your resumé to hr@cotton-collection.com before 1st November 2011.

Energizer Lanka Ltd is a US based multinational company **Energizer**

VACANCIES STATE OF QATAR

Well established large British based Contracting Company is looking for a suitable candidates for the following positions.

QUANTITY SURVEYORS - 06 NOS.
 Graduates in Quantity Surveying/Civil Engineering with 5-10 years Experience in quantity surveying, tender documentation, drawings, BOQ, etc. with knowledge running fast tract projects. Working knowledge in Civil / Joinery / Hotel / Hospitality / Residential / Interior Fit-out is required.
Salary - QR 5,000/= to 6,000/=

ASSISTANT QUANTITY SURVEYOR - 02 NOS.
 Graduates in Quantity Surveying/Civil Engineering with 3-5 years Experience in quantity surveying, tender documentation, drawings, BOQ, etc. with knowledge running fast tract projects. Working knowledge in Civil / Joinery / Hotel / Hospitality / Residential / Interior Fit-out is required.
Salary - QR 3,000/= to 3,500/=

ESTIMATOR - 02 NOS.
 BE/B Tech - Civil Engineering with 5 - 10 years experience with Civil Construction /Joinery Company/Hotel/Hospitality/Luxury /Residential Projects.
Salary - QR 5,000/= to 6,000/=
 Middle - East experience is preferred.

Free Accommodation, Free Transportation, Free Medical and both way air ticket. Indefinite contract, Annual Bonus, Gratuity and other benefits. Food included in the salary. Government approved charges only. (01 QR = SL Rs. 30/=)

Please e-mail your Bio Data to, sarathilt@eureka.lk

SARATHI (PRIVATE) LIMITED
 50, Hyde Park Corner,
 Colombo 02.
 Tel. 2435539

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