



80, 2nd STAGE, GREYLINE PARK, EKALA, JAELA. VACANCIES FOR TEACHERS

• MUSIC TEACHER

To teach Western Music
Piano and Guitar for beginners

Classes are from 2.00 p.m. to 6.00 p.m.

• KIDS WORLD Montessori School

also needs a part time Music Teacher to take singing lessons.
School hours are from 8.00 a.m. to 12.30 p.m. on weekdays.

• MONTESSORI TEACHERS

Diploma Holders in the Montessori Method of Teaching.
With 2/3 yrs experience.

As the School is situated in Ekala, applicants should preferably be from close proximity to the School.

SALARIES ARE NEGOTIABLE
PLEASE SEND YOUR CURRICULUM VITAE
ADDRESSED TO THE PRINCIPAL
ON OR BEFORE THE 30th OF SEPTEMBER 2010

Managing Lay offs with dignity

With the potential for layoffs facing more and more companies, the realities of laying off great workers is confronting many business owners and managers: owners and managers who have never before faced this hard act. To help ease the pain for the employees being laid off, the owners and managers making the hard decisions, as well as those employees staying behind, I thought I'd share a 5 Step approach that may help you, your employees, and your business. It will not work for many of your businesses

given union contracts, etc. but if it helps some others - use it.

Everyone knows the economy is uncertain and most employees are rightfully concerned about job stability. When people become nervous, the rumour mill kicks into high gear. We all know the rumour mill can destroy individuals quicker than many things. So if you haven't yet, start communicating now. Lay out clearly how your company is and will address future business slow-downs.

Step 1 - Hold a "State of the Business" meeting with all employees and let them know the current state of your business. Let your employees know what your plan is for lay-offs and how you'll handle lay offs if your company needs to resort to them. Share with your employees the following - or your own plan - for dealing with a slow down. The important thing is to communicate clearly the state of your business now and what will cause you to move to the next step.

Step 2 - Reduce management salaries. Should business start to slow down and you need to more proactively preserve cash and control costs, don't immediately



lay-off the lowest paid, front-line workers. They're the people who do what your business is known for. Do what you can to retain them. Instead, consider doing what a few of my clients are doing:

Cut management salaries. Tell your employees this during your State of the Business Meeting. Let them know, you're working to protect the front-line workers' jobs, so the first wave of cost reductions will be borne by the

management team. (One client cut all executive salaries by 15%; all mid-level managers by 10%.)

If you, like one of my clients, has a manager who "jokingly" would ask, "But I'll still get my bonus won't I?" consider my response. "Absolutely. But first I want to sit in the meeting you're going to have with the employee(s) who will need to be laid off in order to pay you your bonus."

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Ceylon Biscuits Limited

SECURITY MANAGER

We need a mature, energetic and dynamic individual to be a member of the management team. This position would ideally suit a recently retired Commissioned Officer of the Sri Lanka Air Force or Army above the rank of Squadron Leader or Major.

The selected candidate will be responsible for all security functions of the Company which are presently outsourced, and also to implement methods to tighten up security and procedures to provide a high level of security at the Company premises at Pannipitiya. He would be expected to pay night visits to check these functions and advise the Management on how these could be further strengthened.

The Security Manager will be also required to participate in any inquiries and investigations as applicable and also advise CBL subsidiaries on how they may improve security at their premises.

An attractive and negotiable remuneration package will be offered to the selected candidate.

Please send a complete resume with contact details of two non-related referees within ten days of this advertisement to the address given below. The post applied for should be indicated on the top left-hand corner of the envelope.

Deputy Chairman
Ceylon Biscuits Limited
P.O. Box 3, High Level Road
Pannipitiya



WEB DEVELOPER

Wijeya Newspapers Ltd., the leading newspaper publisher is looking for a suitable person to fill a vacancy in the Info System Department.

The ideal candidate would possess the following

Job requirements

- Minimum 1 year experience in web designing
- Highly skilled in HTML/Flash/CSS based design
- Ability to use software such as Photoshop, Dreamweaver, Fireworks, Flash
- Knowledge or experience in Flash action script will be an added advantage
- Willing to work long hours
- Knowledge or experience in Content Management Systems (CMS)

If you can match our requirement please email to vacancy@wijeya.net within 14 working days with the names of two non - related referees

PHP
Apache
MySQL
JAVAX



Wanted: Ace Research Analysts to cover Sri Lanka, a Land Like No Other

IIFL Securities Ceylon is looking for **Head of Research and mid to senior-level Research Analysts** to cover the promising and fast-growing equity markets in Sri Lanka. The job involves carrying out fundamental research on Sri Lankan companies, from meeting managements to financial modeling and writing research reports. We believe in hiring the best, so preference will be given to those with top credentials and excellent communication skills.

About us: IIFL Securities Ceylon is a subsidiary of India Infoline, one of India's leading stockbroking firms. IIFL has just received membership of the Colombo Stock Exchange in Sri Lanka. To mark our entry into this small but highly promising market, we recently hosted the Discover Sri Lanka Conference 2010 in Colombo, featuring top management of Sri Lanka's largest companies, high-ranking officials from the country's administration, and more than 50 leading FIIs and domestic fund managers.

We have won recognition from a number of clients as a house with top-quality, incisive and timely research. Our Indian research desk's client roster includes the biggest FIIs with investments in India as well as leading domestic institutional investors, and our research covers a universe of over 150 stocks, among the largest on the street.

Interested candidates may write to [iiflceylon@iiflcap.com]. Please include a CV and a letter outlining what you believe makes you suited to the job.

For details, please contact Jennifer
Phone: [+94-112-333-000]
Web site www.iiflcap.com

VACANCY

National General Secretary (NGS)

The NGS is the Chief Executive Officer of the National Council of the Young Men's Christian Associations (YMCAs) of Sri Lanka which is the coordinating body for 38 member YMCAs in Sri Lanka.

Role & responsibilities:

- Give leadership and motivate a multi-disciplinary team of professionals to realize the mission of the YMCA in Sri Lanka as a lay Christian ecumenical youth membership organization through the member associations.
- Analyze the factors driving poverty, marginalization and vulnerability among different communities in the country and design and deliver quality strategic programmes of work in the area of human development and addressing humanitarian issues, including programmes which promote gender equality.
- Give the required leadership as the YMCA movement goes through a complex process of change affecting all its stakeholders including the local YMCAs and work affirmatively towards capacity building and movement strengthening of member YMCAs.
- Development of funding frameworks aiming at self reliance of the movement in the long term.
- Programme and budget formulation, implementation, monitoring and evaluation.
- Effectively communicate the organization's mission and its short term and long term plans to external stakeholder, including government authorities in the relevant fields, financial partners, international YMCA community and national / world ecumenical circle.
- Plan innovative fund raising strategies and implement them effectively on a regular basis.

Competencies

- Should have excellent communication skills with the ability to speak and write fluently in English, Sinhala and/or Tamil.
- Computer Literacy.
- Outstanding report writing skills.

Experience

- Proven track record in national and/or international organizations in the capacity of a senior executive.

Qualifications / Criteria for selection

- Should have a bachelor's degree from a recognized university or equivalent professional qualifications. Post graduate qualifications will be desirable.
- Should be a committed team player with demonstrated interpersonal skills and be able to work effectively under pressure.
- Must be below the age of 50 years on closing day of application.
- Persons already involved with the movement and have proven commitment to its mission will be preferred.
- Must be willing to travel extensively and represent the organization locally and internationally.

Salary

- Attractive remuneration package with fringe benefits is on offer, depending on qualifications, experience and potential of the candidate.

Please send your application with Curriculum Vitae (CV), mentioning church affiliation and the names & contact details of two non related referees by Registered Post or Email to reach the undersigned on or before 27th September 2010. Please note that shortlisted candidates only will be invited for interviews.



Chairman, Selection Committee,
The National Council of the YMCAs of Sri Lanka,
143, St. Michael's Road, Colombo-03
Email: srilankaymca@eureka.lk

(Please write the position on the top left of the cover)

Design a Triumphant...

Contd from pg 1

Similarly, you might crash your car, nearly kill five people, and then get scared and may decide to drive slower and be more responsible (reactive).

Dr Stephen Covey rightfully argues the uniqueness of human beings is that, between stimulus, man has the freedom to choose.

It is your responsibility to apply this unique gift to all facets of your life. Critically and objectively look at yourself, your surroundings and circumstances of your life. Do you feel happy and satisfied with what you see? Do the same for your career/business. And be brave to ask tough questions from yourself: Am I the type of person who would wait until I lose all customers to admit that I have a customer service issue? Or could I notice the warning signs and start taking some actions to correct the mistakes before it is too late?

"Waiter or a Pro-actor?"
Some people, you may have noticed, seem to have no idea - no plan - and no ability to make decisions. They seem to waste a lot of energy stumbling along to nowhere in particular - nowhere that they really want to be, anyway. They are the "Professional Waiters" - that is, they spend their lives WAIT-

ING for a cosmic sign or strong reason to make a decision, to do something about an undesirable situation. What a waste of human potential!!

Take a minute and think (and write down): what are the issues and concerns you have at your work place: about your career, productivity, interpersonal relationships, compensations, etc? And how long have you been having them?

Except worrying about them, what have you done to turn these issues and concerns around? Have you been too busy to notice all the warning signs? Are you waiting for something or someone else to eventually change the situation for you?

The decision to be Reactive or Proactive is yours - and you would also have to live with the consequences. But remember - you are a human being with so much power within you. Take initiative, make decisions, and pro-act! Prove your worth as a human being and you will thrive as a professional!!!!

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CARRIER OPPORTUNITIES WITH EXPO GROUP OF COMPANIES

Vacancies exist in one of our subsidiary companies who produce tools, spares, machinery and highly precision solutions to various industries. We are looking for individuals who are highly skilled and energetic to join our team.

DESIGN PROGRAMME TECHNICIAN

- Successfully completed CGTTI full time course in tool machinery or equivalent.
- And 3 years experience in CNC Milling m/c operation & design experience using software for manufacturing field.
- OR 8 years experience in similar capacity & studied up to GCE O/L Examination

TOOL MACHINIST/ MILLWRIGHT/ POWER ELECTRICAL/ WELDER

- Successfully completed CGTTI full time course in the above OR equivalent & 3 years work experience.
- OR 5 years experience in the similar capacity & studied up to GCE O/L Examination.

SALES REPRESENTATIVES

- Successfully completed CGTTI full time course in tool machinery OR equivalent & 3 Years experience in Marketing/Sales in the technical field.
- Or 5 Years experience in Marketing/Sales in the technical field.
- Communication skills in English are essential.

Please forward your application within 10 days with the post applied indicated on the top left hand corner of the envelop to:

Manager Human Resources

Expo Industrial Engineering (Pvt) Ltd.,
Ring Road 3, Phase II
KEPZ, KATUNAYAKE.