

Vacancies

CASHIERS / SALES ASSISTANTS

- ★ Male / Female
 - ★ Age Below 30
 - ★ Education - G.C.E. (O/L)
 - ★ English Knowledge, Similar Experience
- Would be an Advantage

romafour

71, Galle Road, Colombo 04.

For Interviews Call 077-3498130, Fax 011-2553004

FEMALE CORPORATE SALES EXECUTIVE

Vacancy for Female Corporate Sales Executive at leading FMCG Company

Requirements

- Female between the age of 25-35
- CIM or Diploma or equivalent qualification in marketing or sales.
- Excellent communication & presentation skills in English and Sinhala.
- Corporate sales experience will be an added advantage.
- Good extra curricular background.

Job Role:

- Relationship marketing & sales of personal care FMCG products to corporate institutions.
- Advice & educate corporate staff on personal care products.
- Manage business portfolio for corporate.
- Supervise sales officers and monitor performance.

If you have what it takes,
Send your CV to

E-mail- makeetha@gmail.com

Or

Makeetha Employment Bureau (Pvt) Ltd
777/EI, Samurthi Mawatha, Heiyanthuduwa, Kelaniya.

IMMEDIATE VACANCY

MECHANICAL DRAUGHTSMAN

An immediate vacancy exists in our Organisation for a Mechanical Draughtsman with proficiency in AutoCad and minimum two years' experience. Apply within 10 working days to Manager - Human Resources



HELIX ENGINEERING (PVT) LTD
No. 17, Horton Place, Colombo 07
Fax: 011 2 681 710,
Email: helix@slt.lk

Vacancies exist in a reputed Group of companies for:

- 1 Graphic Designers**
Age 20 to 25 years with G.C.E. (A.L.) & Diploma in Graphic Designing, preferably with 2 years experience.
- 2 Trainee Marketing Executives**
Age 20 to 30 years with G.C.E.(A.L.). Should be conversant in all 3 languages & computer literate.
- 3 Receptionist**
Age below 40 years with G.C.E. (A.L.) and conversant in all 3 languages. Preference will be given to those with computer literacy.

Please forward CV within 7 days to:
Group Finance Manager
No.3, Eswari Road,
Colombo-6.

SPECIALIST CONSULTANTS

We are a leading infrastructure consulting and strategic business development company with a global presence.

Due to rapid expansion and diversification in our business we are on the look out for **CONSULTANTS** in the following areas to work on full/part time basis.

- WATER
- RAILWAYS
- PETROLEUM
- AGRICULTURE
- POWER AND ENERGY
- HIGHWAYS

The ideal candidates should possess experience in Government sector for not less than 5 years. Preference will be given to retired government officials.

Apply with a detail CV to

General Manager – Projects

VSR Consultants (Pvt) Ltd

291/37, Havelock Gardens, Colombo 05

Fax 2 503392 Email: vsr@eureka.lk



THE WORLD BANK

EXTENDED TERM CONSULTANT

The World Bank seeks to recruit a dynamic professional as an extended term Consultant to work in the field of Disaster Risk Management to be based in Colombo. This is a 1 year appointment.

Duties & Accountabilities

Strengthen in-country partnerships and coordinate with key stakeholders particularly, GFDRR partners at the country level to advance the Disaster Risk Management (DRM) and Climate change Adaptation (CCA) agenda.

Actively support and engage with Bank sectors and the Country Management Unit to mainstream DRM and CCA into the overall development agenda.

Actively engage in country dialogue on DRM with government and strategic partners and represent the Bank/GFDRR at internal and external meetings.

Prepare briefs, reports, presentations and RBMS project progress updates as required by SASSD management, country office and GFDRR secretariat.

Selection Criteria

Master's degree in a relevant discipline such as engineering, economics, public policy or development studies. At least five years of relevant experience in the areas related to climate change, natural hazards, disasters, flood management, vulnerability.

Details (Vacancy # 102231) are available in the World Bank Careers website: www.worldbank.org/careers. All applications must be submitted through this website. The World Bank group is committed to achieving diversity in terms of gender, nationality, culture and educational background, Individuals with disabilities are equally encouraged to apply.

Closing date is December, 19, 2010. Only shortlisted Candidates will be contacted.

Working For a World Free of Poverty

Brighten your office area with motivational posters

Doing the same work day in and day out does at times feel boring and monotonous. People tend to lose interest in their work and feel demotivated. This is a serious concern in almost every work place. The Human Resource department of organizations are consistently working towards enhancing the mood of the work place so that people feel more dedicated and enjoy working.

In order to make the place lively and relaxing, a lot of things are concerned. Some of them are the colour coordination of the office place, the lightings, view from the workstations and also posters. While other things are mandatory, motivational posters are a unique option. They are able to entice positive energy in the work places with the encouraging messages that they display.

Motivational posters are not only encouraging but at times witty and comic too, this makes the reading of the posters light and enjoyable. Considering the heavy stress and pressure that employees undergo everyday, a slight joke or a light mood image can work miracle in bringing the stress levels down immediately.

It is definitely not an easy task, as the fight is quite obscuring. While the stress levels are high it is almost impossible to



bring down the stress levels to such a minimum, and that is the reason why there is great demand for some excellently written motivational posters.

As a matter of fact, these motivational posters are required not only in office areas, but also in other high stress areas like, hospitals, nursing homes, and even in schools.

Purchasing motivational posters in now made quite simple with several online poster sites, that enable you to download and print various colour and black and white posters. These posters are available in great quality and vast variety. You can also order them at get them delivered to your workplaces in just a few days.

articledashboard.com

More Fun at Work: Is it another fringe benefit for highly paid employees?

The best paid employees get the highest material benefits from working, but it also seems that they have the richest social lives.

A study published in a recent issue of the journal Social Science Quarterly found that highly paid workers were more likely to participate in social activities with co-workers. The highly paid also reported greater cohesion and solidarity among their colleagues.

"The social attractions of the workplace are strongest for those who are already rewarded with the biggest paychecks," said Randy Hodson, author of the study and professor of sociology at Ohio State University.

According to Hodson, highly-paid employees tend to have jobs with more freedom and autonomy in which they can interact with their co-workers and develop friendships. They are also more likely to work in teams in which interaction with others is both necessary and encouraged.

On the other hand, lower-paid workers - for example, those in manufacturing - are likely to spend more time working with things, rather than people, and may not have the time to interact with their colleagues.

The research was based on a detailed analysis of 124 book-length studies of employees in a variety of workplace settings. Occupations included meat packers,



taxi drivers, lawyers, doctors and people from a wide range of other jobs.

Hodson and three graduate students organized and coded information from all of these books to measure the degree and type of social interaction at a variety of workplaces from around the world. Hodson was then able to build a data set that allowed quantitative, statistical comparisons of different workplaces and different kinds of employees.

Results suggest that when people develop friendships at work, it is because they enjoy their work and co-workers, said Hodson.

Contd. on Page 5

"Join our team"

We are a Hong Kong based Accessories Company with representations in the UK and Sri Lanka. Currently We are looking for dynamic sales oriented team players with garment accessory experience to strengthen our team and to enhance our customer service in the Colombo office.

Candidates should possess minimum 2 years experience in Development Merchandising or extensive knowledge in trims in a reputed company.

KEY ACCOUNTS SALES

Ability to generate revenue and manage client portfolios independently, from development stage to the bulk orders. Applicants who have followed the CITI course or any other course at a recognized Institute will be at a distinct advantage.

MERCHANDISERS

Applications are invited from candidates with a knowledge of system and processes of Garment merchandising who possess a Good knowledge on customer service, English e-mail and letter writing skills and computer knowledge to communicate as intermediaries between the buyer, sales team and the suppliers.

Post should be indicated on the top left corner of the envelop or send your CV by E-mail to sales@greatleaphk.com with the position applied as the subject heading on the mail....

The Advertiser
329/126, Lake Road, Attidiya, Colombo, Sri Lanka.



We are a well established company of importing and distribution of President batteries and Manufacturing & distribution of Mag Leaf springs.

Credit Controller

The person

- The ideal candidate should be dynamic results oriented professional with the required competence to drive the credit division.
- The candidate should be part/full qualified in related Academic qualifications with minimum of 5 years experience in the field of credit control.
- Age between 32 - 40
- The candidate should be able to work independently, face challenges and take timely decision & Possess problem solving capabilities.
- Candidate should be ready to travel any part of the country to visit customers and solve credit problems.

Remuneration

An attractive remuneration is offer for the right candidate.

Apply with in 10 days of this advertisement to:

Human Resource Manager,
Mag Industries Limited,
Board of Investment,
Pallekele, Kandy.
E mail : chaminda-bg@sltnet.lk

forthcoming book, Tame Your Terrible Office Tyrant™ (TOT); How to Manage Childish Boss Behavior and Thrive in Your Job (John Wiley & Sons, July 2009):

"In today's economic environment, employees are searching for every clue to determine their job fate. Too often, not enough direct input is given to employees, and so non-verbal cues are heavily relied upon. Managers working behind closed doors may be shutting out more than noise - they may be shutting down productivity.

The U.S. telephone survey of 1,000 respondents, 18 years of age or older, was conducted by a national independent research firm. The study concluded that employees averaged 2.8 hours (168.8 minutes) a day worrying about personal job concerns, such as mass lay-offs or losing their own jobs. Respondents were deeply suspicious of boss behaviors such as keeping office doors closed. When asked how often they think a boss's closed door was a signal of lay offs, the respondents said:

"Changes in manager behavior, such as a closed door, more private conferences, or less direct communication all represent potential 'exit signs' to many employees," said Lynn Taylor, adding that while managers have to deal with more sensitive personnel issues today than in previous decades, they can counter employee concerns at a critical time with more proactive communication.

"Acknowledging the astounding impact a small gesture can have on corporate productivity in tense times is a good first step. Providing your team with reassurances whenever possible will mitigate unnecessary panic and help them stay focused," she said.

"Many employees may also avoid speaking up to their bosses for fear of being shown the door, when, in fact, their ideas might boost a company's bottom line at a time when that is sorely needed. Opening your door literally and figuratively might not only mean greater profitability. In some cases, it might also help keep the doors of your business open," Lynn Taylor concluded.

hrmguide.net