



## **Vacancy for Assistant Manager – Operations- Tea.**

### **The Organization:**

Wilmar Tea Lanka (Pvt) Ltd is a subsidiary of Wilmar International Ltd, Asia's leading multinational agribusiness group. Wilmar is the largest global processor and merchandiser of Palm and Lauric oils, a major oil palm plantation owner and the largest palm bio diesel manufacturer in the world. Our group operates 500 processing plants, across 50 countries and employs around 100,000 staff.

We at Wilmar Tea Lanka (Pvt) Ltd are seeking a self-motivated, ambitious person to fill the following vacancy. If you possess the qualifications and experience for the relevant position, we hereby invite you to apply for the following vacancy.

### **Qualifications and Experience:**

- Minimum 3 Years of working experience in the Relevant field and experience in tea is a must.
- Degree/Diploma in Business Management from a recognized university or Equivalent qualification.
- Good organizational leadership and problem-solving skills.
- Exceptional interpersonal and communication skills in both written and spoken English and Sinhala.
- Good Computer literacy with high working knowledge of Microsoft office applications.

### **Responsibilities.**

- Managing material inventories efficiently as per the demand plan, in a cost-effective manner.
- Obtaining competitive quotes from suppliers for packing materials & other services.
- Coordinating deliveries of local & imported purchases to ensure uninterrupted production.
- Communicating export orders requirements to the processing plant and executing orders with production team.
- Assist in Administration functions in head office and maintenance of office premises.

Shortlisted candidates are required to provide a portfolio of the work they have done when coming for interviews.

The selected candidate for the above position will be rewarded with an attractive remuneration package including medical insurance cover and an Annual Bonus.

Interested applicants should forward their CV's including the names, addresses and contact numbers of two non – related referees to the below mentioned email address.

**Manager - Human Resources,  
Wilmar Tea Lanka (Pvt) Ltd,**

No: 450, Thimbirigasyaya Road  
Colombo 5.

Email: [gomes@pyramidwilmar.com](mailto:gomes@pyramidwilmar.com)