

Vacancy

POST OF EXECUTIVE OFFICER

Organization

All Ceylon Buddhist Congress is a prominent Buddhist organization in Sri Lanka with a distinguished history of 104 years of dedicated service to Buddhism and to entire Sri Lankans in numerous perspectives.

Qualifications and Competencies

- Age - between 55 and 65 years old (should be Retired Personnel)
- At least 10 years, experience as a Executive Officer or similar capacity
- Experience in engaging and establishing positive working relationships with the workforce and membership
- A good knowledge about Buddhist and Cultural affairs
- Ability of organizing, and event management
- Proficient in English and Sinhala Languages
- Administration leadership skills
- Manage resources efficiently
- Develop financial plans integrated with operating plans will be an added advantage to increase your salary

**If you have vision and innovation to lead; please send your CV on or before
30th November 2024 to us.**

Joint Secretaries

All Ceylon Buddhist Congress

No. 380, Bauddhaloka Mawatha, Colombo 07.

Tel: 0112-691695