



CHRISTELL
~ Luxury Wellness ~

Join
**TEAM
CHRISTELL**



Christell Luxury Wellness the only ISO certified Wellness Clinic that offers a world class Non-invasive aesthetic medical procedures, Cosmetic solutions, Integrative IV therapies, Hair solutions & best of Ayurveda treatment for all Skin, Hair & Wellness needs. We invite suitable individuals to become a part of our passionate, self-motivated & results driven TEAM

HUMAN RESOURCES & ADMIN EXECUTIVE

Responsibilities

- Oversee the recruitment process, including job postings, interviews, and onboarding
- Develop and implement HR policies and procedures that align with company goals
- Organize training and development programs to enhance employee skills
- Maintain employee records and HR documentation
- Conduct performance reviews and provide feedback to employees and managers

Requirements

- Bachelor's degree in Human Resources, PQHRM/CQHRM, or related field
- Proven experience as an HR & Admin Executive or similar role
- Strong knowledge of HR best practices and labor legislation
- Excellent communication and interpersonal skills
- Proficient in HR software and Microsoft Office Suite
- Strong organizational and time-management abilities



Attractive salary & fringe benefits await the right candidate. Please forward your CV to careers@christellclinic.com mentioning the position applied for on the subject line of the email



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Manager Human Resources
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