



VACANCY

APPLY TODAY!

Stores Clerk (Gonapola)

Basic Requirements

- School leavers and undergraduates are encouraged to apply.
- Preferably a female candidate aged below 30 years.
- A minimum of 1 year working experience will be an added advantage.
- Sound knowledge of MS Office package.
- Good communication skills in English and Sinhala.
- attention to details and ability to work with minimal supervision.
- ability to manage multiple tasks while maintaining accuracy.
- basic knowledge of document management principles and practices.
- Preference will be given to candidates residing close to the Kesbewa/ Horana area.

Please send your CV stating the position applied in the subject line of the e-mail.

hr@puwakarambaent.com / copied to - shevin@puwakarambaent.com

Head office, No.493B, Galle Road, Rawathawatta, Moratuwa.