



# Richard Pieris & Company PLC

## Join Our Team as an Office Assistant

**Are you a motivated and reliable individual ready to take the next step in your administrative career?**  
**We're looking for a dynamic Office Assistant to join us.**  
**This is your opportunity to be part of one of Sri Lanka's leading and most diversified conglomerates!**

### What We're Looking For

- Age: Below 30 years
- Completed G.C.E. O/L and A/L
- Strong sense of responsibility and accountability
- Ability to work well independently and within a team
- Excellent organizational and communication skills
- A proactive attitude and willingness to learn

✉ Apply Now — Your Future Starts Here!  
Send your CVs to: [careers@arpico.com](mailto:careers@arpico.com)

Please mention "Office Admin – Maharagama" in the subject line.

