

Creating | Evolving | Growing  Head Office

Customer Relationship Officer (Group Sales)

Singer Finance (Lanka) PLC, a subsidiary of Singer (Sri Lanka) PLC, incorporated on 19th April 2004 is licensed by the Monetary Board of the Central Bank of Sri Lanka under the Finance Business Act No. 42 of 2011.

We invite applications for **Customer Relationship Officer (Group Sales) - Head Office.**

Job Profile

- Checking the agreements related to higher purchase sales & prepare delivery orders.
- Updating monthly cheques & maintaining records.
- Coordinating with suppliers & arranging timely payments.
- Attending to group sales occasionally.
- Preparing deductions & coordinating with institutes.

Candidate Profile

- Ideal Candidate should be between 20-27 years.
- GCE (A/L) and GCE (O/L) qualifications, with credit passes in English Language and Mathematics.
- A diploma or higher educational qualification in credit management or management.
- Experience in similar capacity would be an added advantage.
- A dynamic and result-oriented individual with excellent communication and interpersonal skills.
- Fluency in English/Tamil and Sinhala is essential.
- Ability to perform efficiently under pressure.

The above position comes with an attractive remuneration package, including fringe benefits stipulated by Singer Group. Please send your resume via an email to hrsfl@singersl.com with contact details of two non related referees within 14 days of this advertisement. Please indicate the post applied, in your email subject.