

Drive Your Career Forward

Accelerate with Us in the Automotive Industry!

United Motors Lanka PLC has been moving people in comfort for over 80 years. As a trusted leader in the automotive industry, we continue to drive new standards of service, innovation, and engineering excellence. With our commitment to growth and customer satisfaction, we are expanding our operations island-wide. To support this expansion, we are seeking passionate, smart, and disciplined individuals who are ready to take on new challenges and grow with us. Join our team today by applying for the following vacancy.

HR INTERN (ORUGODAWATTA)

KEY RESPONSIBILITIES:

- Support the HR team in daily administrative tasks.
- Assist in updating employees records and maintaining HR databases.
- Coordinate interviews and assist in the recruitment process.
- Help the preparation of HR-related reports and presentations.
- Contribute to project-based HR assignments and ensure timely completion.
- Assist in organizing training sessions and employee engagement activities.

QUALIFICATIONS:

- Fully or part qualification in HRM from a recognized university or an institute.
- Proficiency in Microsoft Word, Excel.
- Good communication skill in English and Sinhala.
- Good interpersonal skills.
- Have a positive attitude and a good team player.
- Age below 25.

Canvassing in any form will be a disqualification. If you are confident that you satisfy the above requirements, please email or post your résumé with the contact details of two non-related referees to reach us within 07 days of this advertisement. Addressed to General Manager (Human Resources & Administration)

Email – workshop@unitedmotors.lk

An attractive remuneration package in par with industry standards with excellent career development opportunities awaits the right candidate



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