

We are seeking for a Executive HR & Admin

Qualifications

- Full/Part qualifications in the HR field from recognized university. (Diploma/PQHRM)
- Minimum 05 years' experience & 02 years experience in Construction Industry would be an added advantage.
- Knowledge of labour law and HR practices.
- Knowledge of payroll would be an added advantage
- Ability to multitask and prioritize daily workload.
- Excellent command in Sinhala & English both written and oral.
- Excellent communication, interpersonal and organizational skill.



Send your CV to hr1@sawengineering.com

Manager - Human Resources & Administration

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SAW Engineering
(Pvt) Ltd

AN ISO 9001 : 2015 Certified & CIDA C 1, ICTAD EM 1, SP 1
Graded Company