

## CAREER OPPORTUNITIES AT ASSET ENGINEERING (PVT) LTD

We are one of the leading CS1 graded and ISO certificated companies in Sri Lanka with a wealth of experience in Civil Engineering and we play a significant role in major construction activities all over the country.

We are looking for a dynamic, experienced, goal oriented, self-motivated & resourceful candidate to fill with the following vacancy.

### **OPERATIONS MANAGER**

#### *Qualifications*

- Bachelor's degree in Engineering, Management or any equivalent qualification.

#### *Experience*

8-10 years' experience in the same capacity at a Construction company.

#### *Principal Accountabilities*

- To be an overall in Charge of "Business Development" particularly for Supply of Construction Materials.
- Preparation & update the Rates on each construction based on the analysis done .
- Assist the Site General Manager for rate negotiations related to Construction materials .
- Provide information to the Finance Department for raising invoices, and other related correspondence, on daily basis.
- Drafting, Evaluation, Negotiation, Execution, Close-out, Extension or Renewal of all Contracts with proper approvals.
- Be the point of contact for customers on contractual matters with the assistance of General Manager Construction at Site.
- Maintenance of contractual records and documentation such as receipt and control of all contract correspondence, customer contact information sheets, contractual changes, status reports and other documents for all projects.

Interested candidates are requested to send their resumes to [cv@assetengineering.lk](mailto:cv@assetengineering.lk) within 10 days of this advertisement. Please specify the post you are applying in the subject of the email.

Visit us at [www.assetengineering.lk](http://www.assetengineering.lk).



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