



DATA ENTRY OFFICER

We are a leading group of companies engaged in manufacturing & supplying of high-quality packaging solutions to many Sri Lankan industries. Our office is situated in Kadawatha. We are looking for self-motivated ambitious and dynamic individuals to join our team.

Requirements

- Age between 20-30 years.
- Passed GCE A/L Exam.
- Minimum 01-Year experience in similar capacity
- Previous experience in handling "SAP" ERP system will be an added advantage (PP).
- Regularly entering the data to ERP system.
- Ability to work with minimum supervision.
- School leavers are also encouraged to apply.
- Fluent in English both written & spoken.
- Excellence computer literacy with exceptional knowledge in Microsoft office packages.
- Preference will be given to candidates who reside close proximity to Kadawatha, Kelaniya, Kiribathgoda Ja -Ela, Wattala, Kandana, Gampaha, Nittabuwa, Yakkala and around the proximity etc.

Please specify the post applied for on the subject line and forward your resume with the names of two non-related referees, along with a recent photograph, within 7 days of this advertisement to careers@alliancefive.lk

Alliance Five (Pvt) Ltd.
No. 179/4, Ragama Road,
Kadawatha