

Join the market leader

As Our nation's most trusted, acclaimed and progressive life insurance company, at Ceylinco Life, We help millions of Sri Lankans de-risk their lives by providing need-based life insurance solutions to achieve their goals in life and become better leaders in their own right. As the market leader, we are exceptionally capable of crafting more leaders to take on life at work or home, whilst creating successful partnerships with all our stakeholders and recognising and rewarding members of the Ceylinco Life family. We call this A Relationship for Life. It's the reason for our success - and yours. Our most important component is our team of professionals, each, dedicated to moving ahead, and providing the best of service. Currently a vacancy has emerged in our **Human Resources Department** for the post of **Head of Human Resources**.

HEAD OF HUMAN RESOURCES

The Person

- Friendly individual with a pleasing personality. Dynamic, innovative, highly organized and efficient professional with excellent interpersonal skills ideal for dealing with internal and external parties. Must be an effective communicator with coaching, negotiation and consultative skills at all levels. Resiliency, adaptability and the ability to work comfortably in a dynamic environment. Competent in managing diversity in achieving overall objectives

Job Description

- Oversee the overall HR Function of the organisation with a strategic outlook
- Develop and implement strategic business and HR objectives within a complex, multi business organization
- Create a culture of continuous improvement and review, formulate and implement HR policies, systems and practices periodically in line with global practices
- Play a leading role in Audits, Surveys and Certifications in connection with HR Processes
- Develop effective relationships with all the stake holders and to provide professional HR Services to the organization
- Ensure that the best training and development plans are in place in order to meet corporate objectives
- Make sure the effective application of and anticipate the required developments to the HRIS and take the ownership of HR database
- Ensure that the correct numbers with appropriate competencies are deployed in each department for the optimum outcome
- Be a mentor and provide coaching to help associates reach their true potential and a catalyst in change management

Qualifications

- A Degree or equivalent qualification from a recognised University
- Relevant professional qualifications from a reputed Institute
- An MBA from a reputed university will be an added qualification
- Excellent computer literacy in MS Office
- Well conversant with both English and Sinhala languages in communication
- Thorough knowledge on Sri Lankan Labour Laws and Statutory and other compliances

Experience

- Extensive knowledge and minimum 10 years' experience within an HR environment in a managerial capacity in a reputed organisation

Rewards

- An attractive compensation package with unique fringe benefits awaits the right candidate

If you feel that you measure up to our requirements, please send your resume to the email address given below, with contact details of two non-related referees to reach us within 7 days of this advertisement. Please indicate the post applied for in the subject line of the e-mail.

Senior Executive Director
Ceylinco Life Insurance Ltd
Ceylinco Life Tower
106 Havelock Road, Colombo 5
Email: jobs@ceylife.lk
Web: www.ceylincolife.com

Issued by Ceylinco Life Insurance Limited (PB 5183)

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