

# Branch Executive Officer – Mannar

Posted on Wednesday, June 14th, 2023



*If you are proactive, highly motivated, results oriented and ready to embark on a challenging career*

*Come join us!*

POST	QUALIFICATION & EXPERIENCE	COMPETENCIES REQUIRED
<b>Branch Executive Officer</b> <b>01 Position</b>	<ul style="list-style-type: none"><li>· A Degree in either Sociology, Business Management, Economics, Public Administration, Health &amp; Care, Law, Engineering or related discipline from a recognized institution.</li></ul>	<ul style="list-style-type: none"><li>· Demonstrated experience in administration, human resources, logistics and assets management.</li><li>· Excellent conceptual &amp; analytical skills in relation to community development.</li></ul>
<b>Based in Mannar</b>	with	<ul style="list-style-type: none"><li>· Well-developed skills in field coordination, project implementation and community mobilization.</li></ul>
<b>HRM 829</b>	<ul style="list-style-type: none"><li>· 03 years' post qualification experience in project administration or implementation.</li></ul>	<ul style="list-style-type: none"><li>· Excellent public relations, leadership, and interpersonal skills.</li></ul>
<b>Attractive Remuneration, depending on your Qualifications, Experience &amp; Competencies</b>	<b>OR</b> <ul style="list-style-type: none"><li>· A Diploma in either Sociology, Social Work, Business Management, Economics, Public Administration, Health &amp; Care, or related discipline.</li></ul>	<ul style="list-style-type: none"><li>· Well-developed language skills in oral and written Sinhala/ Tamil and English</li><li>· Proficiency in MS Office Applications</li></ul>
<b>(Preference will be given for applicants residing within the Matale District)</b>	with <ul style="list-style-type: none"><li>· 05 years' post qualification experience in project administration or implementation.</li></ul>	

## General Requirements

- Sound understanding of humanitarian, community, and volunteer-based service interventions.
- Should be a quick learner with the ability carry out SLRCS management guidelines and procedures.
- Should be a team player who is self-motivated and with the ability to work under challenging circumstances.
- Abide by and work according to Red Cross and Red Crescent Fundamental Principles.

Sri Lanka Red Cross Society conducts its general administrative and operational affairs in English Language.

The appointment will be on a fixed term contract basis. Only short-listed applicants will be called for interviews.

**Please email your application to [jobs@redcross.lk](mailto:jobs@redcross.lk) or post to Director General, Sri Lanka Red Cross Society, No 106, Dharmapala Mawatha, Colombo 07, on or before 27.06.2023 (HRM 829)**