

Post of Branch Executive Officer – Batticaloa

Posted on Monday, August 21st, 2023

SRI LANKA RED CROSS SOCIETY

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

Come join us

POST	QUALIFICATION & EXPERIENCE	COMPETENCIES REQUIRED
Branch Executive Officer 01 Position Based in Batticaloa HRM 833 Attractive Remuneration, depending on your Qualifications, Experience & Competencies (Preference will be given for applicants residing within the Batticaloa District)	<ul style="list-style-type: none">• A Degree in either Sociology, Business Management, Economics, Public Administration, Health & Care, Law, Engineering or related discipline from a recognized institution. with <ul style="list-style-type: none">• 03 years' post qualification experience in project administration or implementation. OR <ul style="list-style-type: none">• A Diploma in either Sociology, Social Work, Business Management, Economics, Public Administration, Health & Care, or related discipline. with <ul style="list-style-type: none">• 05 years' post qualification experience in project administration or implementation.	<ul style="list-style-type: none">• Demonstrated experience in administration, human resources, logistics and assets management.• Excellent conceptual & analytical skills in relation to community development.• Well-developed skills in field coordination, project implementation and community mobilization.• Excellent public relations, leadership, and interpersonal skills.• Well-developed language skills in oral and written Sinhala/ Tamil and English• Proficiency in MS Office Applications

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.

The SLRCS 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 or post to Director General, Sri Lanka Red Cross Society, No 106, Dharmapala Mawatha, Colombo 07, on or before 01.09.2023 (HRM 833)