

Post of Information Management Officer

Posted on Monday, January 1st, 2024



SRI LANKA RED CROSS SOCIETY (SLRCS)

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

Join Us

POST	QUALIFICATION & EXPERIENCE	COMPETENCIES REQUIRED
Information Management Officer		<ul style="list-style-type: none">· Proficiency in managing data and information tools.· Sound conceptual and analytical skills.· Competency in MS applications.· Proven skills in General Administration, Human Resources, Logistics, and Assets Management related to the project.· Excellent networking, collaboration, leadership, and interpersonal skills.· Well-developed language skills in oral and written English and Sinhala/Tamil.
01 Position	<ul style="list-style-type: none">· Bachelor's Degree either in Information Systems Management, Information Technology, Statistics, Data Base Management, or Computer Science with	
Based in the National Headquarters in Colombo	<ul style="list-style-type: none">· A Minimum of 02 years of post-qualification experience in programming, data collection, data analysis, and data visualization in a reputed organization.	
HRM 846		

Other Requirements

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

The SLRCS conducts its general administrative and operational affairs in English Language and 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 the **Director General, Sri Lanka Red Cross Society, No. 106, Dharmapala Mawatha, Colombo 07** on or before **12.01.2024** with Reference Number **(HRM 846)**