

# Join hands to shape the future

Realise your professional goals within a rewarding environment:  
At MAGA, Sri Lanka's leading construction company, join the  
dynamic team driving the nation forward.



## MANAGER - HUMAN RESOURCES

### Candidate Profile:

- Graduate qualification in Human Resources Management (HRM) and/or professional qualification in HRM from a recognized institution
- Minimum 10 years' total experience in the field of Human Resources Management, of which at least 05 years' should be in a managerial role (i.e., Assistant Manager - Human Resources or above)
- A people-oriented person who has the ability to work closely with a diverse group of people
- An excellent communicator, with exceptional writing skills
- Ability to streamline and improve the Human Resources Management processes
- Experience in using a Human Resource Information System (HRIS)
- Experience in Human Resources Management in the construction industry will be an advantage

### Key Responsibilities:

- Identify, plan and fulfill human resource requirements of the entire organization in a timely manner
- Perform timely management and administration of employee contracts whilst taking action to minimize employee turnover
- Carry out performance management across the company whilst making recommendations to continually improve the system to better align with organizational objectives
- Formulate and lead initiatives in employee induction, engagement, retention, mentoring, career development and succession planning
- Maintain employee relations by identifying employee issues, disputes, and grievances and taking appropriate action
- Assist projects in the management of our labor supplier and subcontractor workforce
- Streamline and improve the existing Human Resources Management processes and develop and implement HR strategies and initiatives

The above position provides excellent career progression opportunities in a professional environment, along with attractive remuneration

If you can fulfill the above requirements, please send your application with contact details of two non-related referees to [hr@maga.lk](mailto:hr@maga.lk) or to the address below.

Please indicate the position applied for as the subject of your e-mail or on the top left corner of the envelope.

### Manager Human Resources

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