

## ADMINISTRATION & LOGISTICS POSITIONS (HPC/SUPER PROVINCE/PROVINCE)

Sri Lanka Cricket invites applications from suitably qualified and experienced individuals for the following positions.

- **Assistant Manager - Administration & Logistics** (High Performance Centre)
- **Executive - Administration & Logistics** (Super Province): Colombo, Galle, Kandy & Dambulla
- **Junior Executive - Administration & Logistics** (Province): Uva, North Western, Northern & Eastern

### » Key Responsibilities

- Oversee and manage all administrative and logistical operations within the assigned region
- Coordinate team travel, accommodation, training venues, and match-day logistics
- Ensure efficient planning and execution of operational requirements for teams and events
- Liaise with internal departments, provincial associations, and service providers
- Manage budgets and ensure cost-effective delivery of logistics services
- Maintain accurate records and reports related to administration and logistics
- Ensure smooth coordination of multi-team and multi-venue operations
- Support high-performance and cricket operations staff as required

### » Key Position Requirements

- Degree or professional qualification in Sports Management, Business Administration, Logistics Management, or related field
- Proven experience in administration, logistics, or operations management (sports sector preferred)
- Strong organisational and planning skills
- Ability to manage multiple stakeholders and high-pressure environments
- Excellent communication and negotiation skills
- Strong financial and budgeting understanding
- Proficiency in computer applications and reporting systems
- Experience in cricket or an elite sport environment will be an added advantage
- Level 1/Level 2 Coaching Qualification will also be an added advantage

An attractive and negotiable remuneration package with other fringe benefits and excellent career prospects awaits the selected candidate.

All applications should be forwarded to [vacancies@srilankacricket.lk](mailto:vacancies@srilankacricket.lk) along with the names of two non-related referees who are not employed by Sri Lanka Cricket, within 10 days from the date of this advertisement.

**Applicants should clearly indicate the position applied for and preferred level (HPC/Super Province/Province) in the email subject line.**

**Applications from both male and female candidates are encouraged.**

*\*Please ensure all employment criteria are met prior to applying*

*\*Canvassing in any form will be a definite disqualification*