

Tokyo Cement Company (Lanka) PLC, a prestigious public quoted Company with foreign collaboration and Sri Lanka's premier Cement Manufacturer and Ready Mix Concrete Supplier, request applications from qualified persons for the following position.

Manager-HR & Administration

(Ready-Mix Concrete)

The right candidate should possess;

- Bachelor's Degree or professional qualification in Human Resource Management from a university or a recognize institute. Be an Attorney- at -Law or having LLB degree from a recognized Institute is an added advantage.
- Have at least five (05) years' experience at a Managerial level in a manufacturing/Construction industry is preferred.
- Conversant in Labour Laws and HRIS software systems.
- Should be able to monitor and guide the HR team under the supervision of the Chief Executive Officer.
- Function effectively as a team leader in the HR Department and in the organization. Exposure in conducting preliminary investigations/domestic inquiries/ Labour Tribunal matters as well as hands on experience in strategic HRM will definitely be a plus point.
- Be the Change Agent of articulating organization culture in to employees.
- Be in the age group of 35 to 45 years.

Successful candidate can look forward for an attractive remuneration package.

In the event you meet our requirements, we kindly invite you to forward us your resume stating two non-related referees, indicating the position applied for on the subject line of the e-mail or by post indicating the position applied for on the top left hand corner of the envelope to the following address, to reach us within 07days of this advertisement.

Chief Executive Officer,

 TOKYO CEMENT CO. (LANKA) PLC

No. 12D, Haig Road, Colombo 04.

Email: careers.rmc@tokyocement.lk