

CAREER OPPORTUNITIES AT JANASHAKTHI INSURANCE PLC

Branch Coordinator (Sales Support Officer)

(Kirindiwela, Matara, Kandy)

ABOUT US

Janashakthi Insurance PLC, is a member of the Janashakthi Group striving to deliver its core purpose of uplifting lives and empowering the dreams of our customers, employees, partners or stakeholders. Founded in 1994 as a Life Insurance company, Janashakthi Insurance PLC made its mark in the industry as an innovator and household name over a span of over 26 years.

Join us for a rewarding career with endless opportunities for career development and personal growth.

We are looking for an energetic and results oriented individual to join our team as **Branch Coordinator**.

Job Responsibilities

- Oversee overall branch administration activities.
- Documentation checking, dispatching and report generation
- Direct responsibility for cash handling and banking.
- Maintaining the agreed level of service standards from a company and customer perspective.

Person Specifications

- Professional qualifications in Finance/Insurance.
- G C E O/L qualified with Credit or above pass in English and Mathematics and minimum of 2 passes for G C E A/L s.
- Excellent communication skills in Sinhala and English Languages.
- Previous experience in a similar position will be a definite advantage.

To apply, please submit your CV through our job portal on or before 23rd August 2021.

Click here to apply : <https://janashakthilife.minthrm.com/thirdParty/webAdd>



The Janashakthi Group operates in the Insurance, Finance, Investment and Real estate sectors. The group companies are First Capital, Janashakthi Life, Orient Finance and Kelsey Homes.

Janashakthi Group is an equal opportunity employer and we invite applications from all suitably qualified individuals to join our team.



JANASHAKTHI
Life