

British Cosmetics (Pvt) Ltd, the leading Cosmetics Manufacturer & Importer in Sri Lanka is urgently seeking a dynamic empowered professionals to fill the undermentioned positions at our nature inspiring factory and office complex at Panadura.

**Assistant Manager – Warehouse (Male)**

**Responsibilities;**

- Responsible for smooth work flow at warehouse
- Schedule and arrange on time deliveries
- Ensure proper working conditions of work areas
- Complete store operational requirements by assigning employees and follow up
- Monitor/Maintain proper stock reports
- Coordinate with Marketing team and align effective warehouse services
- Produce necessary reports/Analysis periodically.
- Perform other duties as required or requested by the management.

**Requirements;**

- Must possess a Diploma/Degree, Professional qualifications in warehouse Management in reputed institute.
- Experience not less than 5 years and exposure in supply chain Management.
- Age 30-45 years.
- Excellent written and spoken skills in Sinhala and English.
- Excellent knowledge of MS Office applications, especially MS word, MS Excel & Power point.
- Strong interpersonal skills and ability of leading team/s.
- knowledge in ISO 9001:2015 requirements.

**Executive – Warehouse (Male)**

The Executive -Warehouse is required to manage procurement, delivery, warehousing of materials, inventory control and trouble shoot issues that can affected supplies and deliveries.

**Qualifications are;**

- Must possess a Professional qualification in warehouse Management in reputed institute.
- Experience not less than 3 years and exposure in supply chain Management.
- Excellent written and spoken skills in Sinhala and English.
- Age 25-35 years.
- Excellent knowledge of MS Office applications, especially MS word, MS Excel & Power point.
- Produce necessary reports periodically.
- knowledge in ISO 9001:2015 requirements.

An attractive remuneration package in par with the industry norms will be offered to the successful candidate. Interested candidates should send their CV to:

E-mail: [sumudu@britishcosmetics.lk](mailto:sumudu@britishcosmetics.lk)