

VACANCY ANNOUNCEMENTS

IOM, a related Organization of the United Nations, and the leading UN Agency in the field of migration, is looking for prospective candidates for the following positions.

Deadlines for the applications are mentioned below.

Vacancy Number	: VN-12/2022
Position	: HUMAN RESOURCES EXECUTIVE
Type of Appointment	: One Year Fixed Term
Duty Station	: COLOMBO
Salary Per Month	: LKR 119,334.10 (G4)
Deadline	: 07th April 2022

The candidate must have a Bachelor's degree in Human Resource Management and/or Business Administration or a related field from an accredited academic institution with two (02) years of relevant professional experience; or Minimum Four (04) years of related work experience with High School Diploma. Working experience in administration and all faces of HR; Previous working experience in an international organization is an advantage. Familiarity with the UN common system or similar systems is an advantage; A high degree of computer literacy is required; Good knowledge of MS Office and HRIS/SAP is highly advantages. Ability to maintain accuracy & confidentiality in performing responsibilities; Ability to work with minimum supervision & meet crucial deadlines are strong requirements.

Vacancy Number	: SVN-13/2022
Position	: ADMINISTRATIVE EXECUTIVE (RECEPTION)
Type of Appointment	: Special Short Term (Graded)
Duty Station	: COLOMBO
Salary Per Month	: LKR 119,334.10 (G4)
Deadline	: 07th April 2022

The candidate must have a Bachelor's degree in Business Administration or a related field from an accredited academic institution with two (02) years of relevant professional experience; or Minimum Four (04) years of related work experience with High School Diploma. Working experience in Microsoft Office applications is required; ability to organize paperwork in a methodical way is desired; prior work experience with international humanitarian organizations, non-government or government institutions/organization in a multi-cultural setting is an advantage.

Vacancy Number	: SVN-07/2022 (Re-Ad)
Position	: RADIOGRAPHER (MIGRATION HEALTH)
Duty Station	: COLOMBO
Salary Per hour	: LKR 600.00 – LKR 750.00 (Special Short Term Hourly Contract)
Deadline	: 03rd April 2022

The candidate must have a University Degree in Radiography or similar level qualifications in radiography from an accredited academic institution with one (1) to two (2) year/s of professional experience as a Radiographer; or minimum three (3) to four (4) years of related work experience with a Diploma in Radiography. A valid license (SLMC Reg.) to practice as a Radiographer in Sri Lanka and experience in clinical practice in a busy institution are mandatory. Experience in radiography especially in CXR; Knowledge on DR/CR machine is an advantage.

Vacancy Number	: SVN-14/2022
Position	: NURSE (MIGRATION HEALTH)
Duty Station	: COLOMBO
Salary Per hour	: LKR 750.00 (Special Short Term Hourly Contract)
Deadline	: 03rd April 2022

The candidate must have a University Degree in Nursing or similar level qualification from an accredited academic institution with two (2) years of professional experience in the related field: or minimum four (4) years of related work experience with a Diploma in Nursing. A valid license (SLMC Reg.) to practice as a Nurse in Sri Lanka and experience in clinical practice in a busy institution are mandatory. Experience within the International Humanitarian Field is an advantage

For more details on job descriptions & instructions on how to apply for the positions, please visit <https://srilanka.iom.int/careers>

Only short-listed applications will be acknowledged.