

CONSTRUCTION COORDINATOR (FEMALE) PERMANENT POSITION

MOTIVATED CANDIDATE NEEDED TO
WORK AT OUR COLOMBO 03
HEAD OFFICE

Vajira House being pioneers in the house construction industry, counting for over a period of 106 years and spanning 5 generations. (Since 1916 a British Government Era Co.)

The Job

You will be mainly responsible for supplying materials and coordinating labour payments to our construction sites on time in a designated area. You will also be the key person to maintain the construction progress in terms of supply chain management in the sites.

Requirements

- * School leavers are encouraged to apply.
- * GCE A/L with minimum of 3 passes.
- * Minimum of 01 year working experience in a similar capacity.
- * **Computer literacy (MS Word and MS Excel).**
- * Good communication skills.
- * Ability to use Quickbooks and experience in material supply will be an added advantage.
- * Age 25 to 40 years.

Benefits & remuneration package

- **PERMANENT POSITION**
- Salary Rs 50,000/-
- Salary increments & promotions will be given on performance basis (After 3 months)

If you are the right candidate for the position please e-mail your CV to acc3@vajirahouse.net or post on or before the **02nd September 2022**, to

Vajira House Builders (Pvt) Ltd
R.A. De-mel Mawatha, No 23,
Deal Place A, Colombo 3.



 **BRITISH GOVERNMENT ERA CO.** 

Since 1916 Vajira House Builders

106 years spanning 5 generations

www.vajirahouse.net No: 23, Deal place A, Colombo 3

