

# JOB VACANCIES

## STORE KEEPER / DATA ENTRY OPERATOR

The following vacancies are available at Lanka Restaurants & Caterers (Pvt) Ltd which is a subsidiary of Lanka Ice Group of Companies. We are looking for talented, self-motivated, dynamic individuals for the following positions

### CLEMENT's Restaurant & Banquet- Wattala

#### POST OF STORES KEEPER

The requirements for the right candidates are:

- Minimum 02 years of experience in a similar capacity.
- Sound Working knowledge of store management procedures and documentation processes.
- Experience in the hotel industry will be an added advantage.
- Ability to carry out day-to-day tasks with minimum supervision.
- Willing to work late hours as and when required and convenient in traveling to Wattala.
- Age Between 25 – 45
- Salary Negotiable.

#### POST OF DATA ENTRY OPERATOR

The requirements for the right candidates are:

- Successful completion of GCE Advance Level.
- 1-year working experience Similar capacity.
- Good communication skills in English and Sinhala. (Tamil would be added advantage)
- Sound knowledge of Microsoft Office Packages.
- Age between 20 – 35 years.
- Fair knowledge of basic Accounts would be added advantage.
- Salary Negotiable.

The ideal candidate can look forward to a rewarding career with a clear path towards personal and professional success coupled with a good remuneration package [Accommodation & Meals can be provided].

Please send your latest resume along with a color photograph within 7 days of this advertisement with 02 non-related referees: [hrm.lankaice@gmail.com](mailto:hrm.lankaice@gmail.com)

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