



Abans Electricals PLC

CUSTOMER CARE COORDINATOR

We are a public quoted company and a member of the prestigious Abans Group of companies, officially incorporated in 1987 and engaged in the manufacturing, Installation and Assembly of household electric and electronic appliances including LG Washing Machines, Refrigerators, Cookers, Freezers, Air Conditioners and Solar Photovoltaic (PV) system. We are looking for a dynamic person for the below vacancy.

QUALIFICATIONS

- ❖ Passed G.C.E Advanced Level Examination in any stream.
- ❖ Basic computer skills.
- ❖ Fluent in English Language would be an added advantage.
- ❖ Strong communication skills.

ROLES

- ❖ Answering customer correspondences via service hotline.
- ❖ Contacting customers over the phone and arranging air conditioner services according to customer requirements.
- ❖ Creating service jobs through SCM II system.
- ❖ Attending to customer complaints and provide appropriate solutions.

Candidates can look forward to a rewarding career along with an attractive remuneration package.

Working Hours: Monday to Friday – 8.00 am to 5.30 pm & Saturday - 8.00 am to 1.00 pm.

If you're confident that you're the one we are looking for, kindly forward us your latest CV

Assistant Human Resources Manager
Abans Electricals PLC
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Rathmalana.
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