



BRANCH COORDINATOR (NEGOMBO)

KEY RESPONSIBILITIES

- Ensuring the Quality of the Innovation program delivery and facilities of the center.
- Managing the branch operations and administration activities.
- Plan and execute marketing activities carried out in the particular branch.
- Experience in customer care will be added advantage.

QUALIFICATIONS

- Excellent English and Sinhala communication skills.
- Pleasant conversation skills.
- Good passion in the field of operations & Marketing.
- Previous experience in operations will be an added benefits.
- Female candidates only.
- Age below 30 years.

*Working dates are Wednesday to Sunday.
Monday & Tuesday are holidays.*

IgniterSpace (Pvt) Ltd.

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Send your CV to careers@igniterspace.com
No. 198 St Joseph's St, Negombo,
Tel : 077 534 3031