

Established in 2000, ESOFT has rapidly grown to be a trendsetter in the industry. As part of our expansion, we are looking for skilled individuals who can work in a team environment, to achieve set goals. Successful candidates should be self motivated and have the capability of setting own standards and be able to see that they are achieved and surpassed.

Sri Lanka's Largest
Private Sector Higher Education Network
is looking for Skilled people

Receptionist / Student Counsellor

(PILIYANDALA/KIRIBATHGODA)

Full Time

- You should be Goal oriented, energetic & young individual willing to take challenges
- ✓ Fluent in English / Sinhala with basic computer literacy
- Ability to manage all activities related to the program and maintain records
- ✓ Should have excellent time management and communication skills.
- Applicants with psychology or marketing exposure with have an added advantage

How to Apply

Send us your completed CV within 10 days of this advertisement including a covering letter introducing yourself to lasanthi@esoft.lk (Piliyandala Branch) and kosala@esoft.lk (Kiribathgoda Branch)

Please state the position and branch applied for as the subject line of the email.

