



VACANCY

ASSISTANT MANAGER (JAFFNA SHOWROOM)

We are looking for result oriented & self motivated individual with exceptional integrity & competence to result for the above position.

Job Description

- Responsible for planning, coordinating, monitoring and operating sales and marketing activities in efficient and effective manner in his or her own showroom.
- Assisting for marketing research and development activities to enhance market share of the showroom.
- Responsible for sales planning, identify of potential customers, encouraging of sales staff in order to achieve sales target of the showroom.
- Responsible for conducting sales promotion activities and keeping better relations with customers as well as suppliers.
- Maintaining and keeping proper documents relevant to the showroom.
- Responsible for introducing new products to the organization to enhance product portfolio of the organization.
- Responsible for organizing relevant showroom efficient, effective and profitable manner.
- Responsible for any activities and duties in relation to marketing or sales which is assigned by the management from time to time.

External Candidates

A Degree in a relevant field of Management, Public Administration, Business Administration, Marketing, Commerce, Science which is recognized by the U.G.C.

AND

At least two (02) years post qualifying experience in a relevant field in a Corporation, Board or a Reputed Statutory Institution.

Having passed the Intermediate Examination of a recognized professional Chartered Institute, of which the subject area is relevant to the post

AND

At least two (02) years post qualifying experience in a relevant field in a Corporation, Board or a Reputed Statutory Institution

General Conditions

- Age : should be not less than 22 years and not more than 45 years.
- Other Every Applicant,
 - Should be a citizen of Sri Lanka.
 - Should be physically and mentally fit to discharge the duties of the post well and to serve in any part of the island.
 - Should be of excellent moral character.
- Salary Scale

Salary is negotiable

Application Procedure

Applicants giving full bio- data together with copies of all certificates for academic, professional qualifications & experience with names, addresses & telephone numbers of two non related referees should be send to reach to following address on or before 25th of October,2021 under the registered post indicating the post applied on the top left hand corner of the envelop. Applicants from Departments/Statutory Board/Public Corporations/ Fully Government Corporations should send their applications through the respective Heads of the Organizations. Applications received after the closing date will not be considered. Incomplete applications will be rejected without intimation.

TEL : 011 2422341/2440880
FAX : 011 2447970
E-MAIL : lankagen@sltnet.lk
WEB : www.stc.lk

Chairman
Sri Lanka State Trading
(General) Corporation Ltd,
No. 100, Nawam Mawatha,
Colombo 02.