

VACANCIES

Whatever the Challenge, the Right Solution

We, a leading construction company in the country with the highest CIDA grading, immediately require following staff for ongoing Construction projects and head office.

MESSENGER / OFFICE REPRESENTATIVE

Requirement and duties:

- Successful completion of a GCE A/L.
- Basic technical knowledge in construction
- Communication skills in English would be an added advantage.
- Good Public relations.
- Delivering and collecting documents.

DOCUMENTATION CLERK

Requirement and duties:

- Successful completion of a GCE A/L.
- Background in Quantity Surveying.
- English proficiency would be an added advantage.
- General Computer literacy.
- Documentation handling and maintaining.
- Handling documents.

Candidates fulfilling the above criteria are requested to post or email their applications with contact details of 2 non-related referees and copies of certificates to reach us within 7 days of this notice to the address or email address below.

Please indicate the post applied, on the top left hand corner of the envelope or in the subject of the email.

Conversely, the application process can be done online at <http://sathuta.net/ApplyOnlineCV1.aspx>



Human Resources Manager
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