



Richard Pieris & Company PLC
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Assistant Manager – Legal & Secretarial (Female)



RICHARD PIERIS & COMPANY PLC

Richard Pieris Group is a highly market driven technology oriented diversified conglomerate engaged in a wide spectrum of businesses including Plantations, Retail, Manufacturing of Rubber and Plastic based products, Tyre Retreading, Construction, Financial and other services. We believe in attracting and retaining the best talent to ensure continuous growth of our business ventures.

To support the expansion initiatives of the group, we require the services of dynamic individuals to join our team as,

ASSISTANT MANAGER – LEGAL & SECRETARIAL (FEMALE)

The ideal candidates should

- Be an Attorney at Law and Notary Public
- Have minimum of 5 years experience in handling instructing attorney work, conveyance and company secretarial practices
- Have excellent command of English & Sinhala
- Be computer literate
- Be below 45 years of age

The selected candidates will be compensated in par with the industry standards based on qualifications and experience. A great opportunity to be part of a dynamic and an evolving Group of Companies for the right candidates.

Please apply with your complete CV along with colour photograph of yourself and the contact details of two non related referees with the position applied for marked on the top left corner of the envelop , or as the subject in your e-mail within 7 days of this advertisement.



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