

WE ARE HIRING

Supermet is a fully owned subsidiary of Rhino Group with a range of premium quality building solutions that include Roofing, Ceilings, Wall Solutions, Purlins, Gates, Gutters and Accessories that enhance the quality and professionalism in construction. Supermet uses the industry's best zinc-aluminum and polycarbonate solutions together with cutting-edge technology to add lasting value no matter whether it's a domestic construction or office or industrial complex. We are looking forward for a **HR & Administration Assistant** to further enhance our footprints in the market.

Candidate Profile

- Should possess a sound educational background in Human Resources Management with a Diploma in Human Resources Management from CIPM or any recognized professional education organization.
- A good command of English.
- Comprehensive knowledge on overall HR practices.
- A responsible & committed individual who takes pride in the end result.
- An out of the box analytical thinker with strong problem solving abilities.
- Sound Knowledge in MS office package and computer literacy.
- Over 3 years' experience in a HR & Administration ideally in manufacturing company.
- Age below 30 years.
- Handling HRIS is an added advantage



SUPERMET
Born of Strength - Strong with Trust

An attractive remuneration package with excellent fringe benefits will be offered to the right candidate. Interested candidates should forward their CV's with their telephone number and two non-related referees within 7 days for this advertisement to vacancy@rhino.lk indicating the position at the top of the email.