

## IT Coordinator Cum Data Analyst

We are looking for passionate individuals to be placed at our customer sites.

### Candidate will be responsible for:

- O365, email, internet and Cloud solutions.
- Document Writing and Report creation.
- Coordination with group IT, head office IT management for various IT initiatives and their execution.
- Intermediate level-
  - PC Hardware Maintenance/Troubleshooting
  - Project Management
  - Database and SQL

### Required qualifications & skills:

- **Female candidates only.**
- Degree/HND in any IT Related field.
- Minimum 1 Year experience.
- Knowledge in Microsoft Project/ Microsoft Visio.
- Able to communicate in English (Reading and Writing).
- Willing to work on weekends if required.
- Living within 15KM radius from the mentioned location.

**APPLY NOW**

*Locations- Ratmalana*

**An attractive remuneration package with related perquisites awaits the right candidate.**

Send your CV in pdf format (mention the Job title & Location in the subject line) to

**[info@sevenx.lk](mailto:info@sevenx.lk)**