



## MAHESH MOTORS PRIVATE LIMITED

For over 18 years, Mahesh Motors (Pvt.) Limited had proudly stood as a premier name in the automotive service sector. With a strong business presence, we offer an expansive range of services in automotive maintenance and care.

### JOIN OUR TEAM AS AN STORE KEEPER

We are looking for an energetic candidate for the post of **Store Keeper**.

#### EXPERIENCE AND QUALIFICATIONS

- Minimum 02 Years working experience in similar capacity.
- Successfully completed GCE A/L.
- Ability to handle English and Sinhala languages.
- Knowledge and Experience with MS-Office & MS-Excel applications.
- Age should be between 20-35 years.
- Knowledge of auto spare parts is an additional qualification.

#### DUTIES & RESPONSIBILITIES

- Perform general store keeping responsibilities and maintain inventory accuracy with manual and system records.
- Accountable and answerable person for the inventory and store operation activities.
- Supervision of the store operation activities.
- Keep proper records of any transaction through system or manually.
- Carry out all duties and responsibilities as per SOP and do any other official work assigned by the management.

★ Attractive salary package will be offered depending on qualifications & experience.

★ Working Hours (Tuesday to Sunday 7.30 AM - 5.30 PM)

Please Email your curriculum vitae (CV) with names, email address & contact numbers of two nonrelated referees.



**hr@maheshmotors.lk**



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