



AMERICAN EMBASSY JANITOR



As our Janitor you will be responsible for performing janitorial work in the Embassy owned office buildings, residences and recreation center

Are you familiar and able to use hand tools and shop machines related to janitorial services? Do you have a good knowledge on cleaning equipment and tools?, If the answer is 'Yes' and you also meet the below mentioned qualifications, then you are the person we are looking for!

Please send us your detailed CV along with a cover page containing the following questions & your answers:

1. Position applied, **2.** Source of advertisement –Sunday Observer/Embassy Website/Management Notice/Other (please specify):_____, **3.** Name, **4.** Telephone Number, **5.** Are you between ages 18-60? (Y/N), **6.** Have you sat for G.C.E. O/L (Y/N-If 'Y', Results), **7.** Do you have one year experience in Janitorial work? (Y/N – If 'Y' state employer, position title, duration of employment-days/months/years & job duties).

Applications without cover page may not be considered

If your answer is 'NO' to any of the above questions, please note that your application will not be considered for the position

We work a four and half work- week and your take home monthly salary will be Rs.19, 747/-

- ✓ Your application should reach us on or before **November 5, 2009** at; P.O. Box 106, Colombo; or ColomboHR@state.gov . **Don't forget to mention the position applied, on the top left-hand corner of the envelope or in the e-mail subject line.**
- ✗ Only short-listed candidates will be contacted.

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