



AMERICAN EMBASSY



WAREHOUSEMAN – TEMPORARY (3 MONTHS)

The U.S. Mission in Colombo is seeking candidates for the position of Warehouseman-Temporary.

As our new Warehouseman, you will be responsible for receipt, storage issuance, delivery, loading and unloading of expendable supplies, non-expendable properties such as furniture, equipment etc., maintenance and tracking of Welcome/Departure Kits, expendable supplies and non-expendable properties. Do you have rudimentary knowledge in English?, Do you have the knowledge of proper lifting of heavy object and be able to perform arduous physical work? Then you are the person we're looking for!

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

1. Position Title, 2. First, Middle, & Last Names as well as any other names used, 3. Current Address, Day, Evening, and Cell phone numbers, 4. E-mail address, 5. National Identity Card Number, 6. Do you have any relatives or members of your household who work for the U.S. Government (Y/N, if 'Y' Name, Relationship, Position, Location), 7. Are you between ages 18-60? (Y/N), 8. Have you sat for GCE (O/L) (Y/N, if 'Y', Course Name, Institute, Starting & Ending Dates of the Course), 9. Do you have the ability of lift 70 pounds? (Y/N), 10. Your current monthly take home salary?

Applications without the cover page may not be considered for this position.

If your answer is 'No' to questions 7,8 and 9 your application will not be considered.

We offer a four and a half day work-week with options for flexi-hours.

Your take home monthly package will be Rs.22,009/-

Your application should reach us on or before May 11, 2012, by post at P.O. Box 106, Colombo, or by e-mail at Colombohr@state.gov. Please state "Warehouseman-Temporary" on the top left-hand corner of the envelope or in the subject line of your e-mail. Please note, only shortlisted candidates will be contacted.

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