



Lanka Hospitals Diagnostics (LHD) is proud to be the most trusted laboratory service provider in Sri Lanka. Accreditation by College of American Pathologists (CAP) is a testament to our commitment to excellence. LHD is the first and only CAP accredited laboratory in Sri Lanka.

## Customer Relation Cum Administration Officer

We are in search of a Customer Relation Cum Administration Officer for the Marketing Team. You are expected to act as a liaison officer between our hospital and our valued customers assisting them by providing information in response to customer concerns and queries.

### IDEAL CANDIDATE PROFILE

- Qualified in G.C.E. A/L.
- Possess a Bachelor's degree from a recognized university.
- Having prior experience in the medical lab industry would be an added advantage.
- Be computer literate.
- Possess strong communication skills and pleasant personality.
- Have the willingness to work for extended hours.

### APPLICATION PROCEDURE

Please forward your resume along with the address and contact numbers of two non – related referees, within seven days of this advertisement. State the position you are applying for in the top left-hand corner of the envelope or in the subject line of the e-mail.

**Manager – HR Administration,**  
**Lanka Hospitals Diagnostics (Pvt) Ltd., 578, Elvitigala Mawatha, Colombo 5.**  
**E-mail - [careers@lankahospitals.com](mailto:careers@lankahospitals.com)**  
**Telephone – 0115438532**