

**Looking to challenge
your self?**

**Do you want to ignite
the real potential in you?**

Since its inception in 2007, Orion City has sought to transform the scope of built-to-specification, cutting-edge, commercial and office infrastructure for the IT/BPO industry. The Business Complex is spread over 16 acres of prime real estate and composed of over 1 Million SqFt of developed space, 50 international and local companies and over 8,000 working personnel on Site.

We are currently looking for dynamic individuals to join and grow with our Orion City Team.



RESIDENT MANAGER - HOTEL -

Position Description:

The Resident Manager will be responsible for:

- Planning, developing and directing the implementation of business strategies.
- Providing advice to for the hotel and guiding all Hotel staff.
- Ensuring that the hotel operations are run efficiently and at maximum productivity

Qualifications and Experience:

- Have at least 5-7 years' experience as a Hotel Manager within full-service hotel operations demonstrating progressive career path responsibilities
- Have strong leadership skills

LEGAL CUM ADMIN OFFICER

Position Description:

- Handle all matters relating to tenancy agreements including notarization.
- Represent the company in all legal and contractual matters.
- Handle correspondence with company lawyers, secretaries and other relevant parties.

Qualifications and Experience:

- The candidate should be LLB qualified or be an attorney - at-law and be a notary public.
- A Minimum 5 years' post- qualification experience in the mercantile sector would be an advantage.
- Be conversant and up to date on applicable laws & regulations.

**An Attractive remuneration package would be offered to the right candidate.
Apply within 14 days with two non -related referees to:**

General Manager

Orion Development (Pvt) Ltd

No: 752, Dr.Danister De Silva Mawatha, Colombo-09

Tel: 2692255/7, Fax: 2698852, E Mail: asstacc1@orioncity.lk

ORION City

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