



UNLOCK ENDLESS CAREER POSSIBILITIES AT THE MOST LOVED HOSPITAL

When you give love, you get love. This is the ethos that has propelled Hemas Hospitals to be ranked Sri Lanka's Most Loved Hospital according to LMD Brand Finance Research. It is this same care and commitment that we extend towards our employees by enabling empowerment and employee wellness, right here at Sri Lanka's most internationally-accredited hospital.

WE ARE LOOKING FOR A

PUBLIC RELATIONS OFFICER (FLOOR MANAGEMENT) - WATTALA

JOB PROFILE

- Handle inquiries and service requests, providing accurate information to customers in person, over the phone, or at the reception counter.
- Guide patients after their consultation, directing them to the necessary departments (Pharmacy, Investigation, Radiology) and have supporting conversions.
- Coordinate patients and visitors at the OPD, ensuring they reach the appropriate departments while managing the scheduling of consultants and paramedical services.

CANDIDATE PROFILE

- GCE A/L or a professional qualification in Public Relations/ Marketing.
- 1–2 years of experience in Public Relations, Customer Service or Front Desk Operations within a service sector organization. Experience in a hospital or hotel setting is a definite advantage.
- Strong verbal and written communication, active listening and customer engagement abilities.
- Ability to multi task, manage patient interactions efficiently and coordinate with different hospital departments.

Head of Human Resources
HEMAS HOSPITALS (PVT) LTD.

389, Negombo Road, Handala, Wattala. / 647, Pannipitiya Road, Thalawathugoda.

APPLY VIA XPRESSJOBS

- *The helping hand for healthful living because every Sri Lankan matters to us* -