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Human Resources Business Partner

CEYLON COLD STORES PLC

Human Resource Business Partner (Executive Level)

Ceylon Cold Stores PLC (CCS), manufacturer of Elephant House Beverages and Ice Creams is a leading consumer food company in Sri Lanka. CCS is a subsidiary of John Keells Holdings PLC.

The company is seeking a suitable candidate to fill the position of **Human Resource Business Partner**. The HRBP for the Frozen Category and Beverage Sales Force is an Executive Level role and responsible for aligning business objectives with employees and management. The position formulates partnerships across the HR function to deliver value-added service to management and employees that reflect the business objectives of the organization. The HRBP will act as an employee champion and change agent, ensuring the sales teams in both categories are motivated, grievance handling, and retained to drive results.

Job Responsibilities

- Ensure employees are aware of company rules, regulations, policies, and procedures.
- Roll out and enforce the code of conduct to integrate employees into the organizational culture & Values.
- Contribute to improving category performance by implementing organizational changes and transformation initiatives.
- Support the adaptation of employees to new processes and structures.
- Identify staffing needs and gaps within the sales force. Take proactive measures to fill vacancies promptly to ensure continuous sales operations.
- Oversee the onboarding process to integrate new hires effectively.
- Conduct continuous dialogue and communication sessions to enhance employer-employee relationships. Act as a trusted point of contact for employees seeking HR support.
- Initiate and monitor the objective-setting process for the sales teams. Oversee mid-year reviews and year-end evaluations.

Person Specifications

- Bachelor's degree in Human Resources, Business Administration, CQHRM, or any other related field with 1-2 years of hands-on experience, preferably in a sales-driven environment.
- Broad understanding of the FMCG industry operations and modern HR functions & practices.
- Sound knowledge in HR policies, procedures, and best practices, Sales operations and sales force dynamics, Products, market dynamics, and competitive, Organizational culture and integration.
- Adaptability; Negotiation; Decision Taking and problem Solving; Organization; Attention to detail; Change management; Relationship Building.

If you are confident that you possess the above requirement, please send your cv, which includes the names of two non-related referees. Click on the advert now to join our team via Elephant House Careers site.

The Colombo Ice Company (Private) Ltd
5 Jan 2026



*By applying, you consent to process your personal information for recruitment purposes and acknowledge that reference checks may be conducted.

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