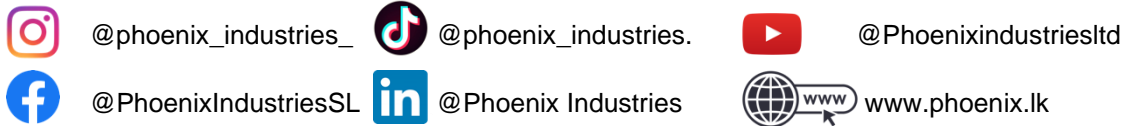


## Phoenix Industries – HR Intern | Welisara

Imagine what **YOU** could do here! At Phoenix, great ideas have a way of becoming great products, services, and customer experiences very quickly. Bring passion and dedication to your job and there's no telling what you could accomplish.

### Company Profile:



### The role

We're looking for a proactive and enthusiastic fresher to join our team as a HR Intern for 3-6 months period! This is your chance to gain hands-on experience, contribute to exciting projects, and develop key HR skills in a dynamic environment.

### Key Responsibilities

- Assist with the end-to-end recruitment cycle for executive roles.
- Support and roll out employee engagement activities.
- Maintain HR reports and databases accurately and on time.
- Assist employees with their day-to-day HR needs.
- Help drive initiatives related to organizational culture.
- Contribute to ongoing HR projects and initiatives.

### Requirements

- Undergraduate in HR/Business Management from a recognized university OR pursuing an HR-related professional qualification.
- Available to work full-time (Monday–Friday) at Welisara.
- Strong written and verbal communication skills.
- Proactive mindset with a sense of ownership and responsibility.
- Prior internship experience is a plus.
- Innovative, driven, and eager to learn and grow.

If interested, please send your resume, and cover letter to [ireshap@phoenix.lk](mailto:ireshap@phoenix.lk)

