

PROPOSAL DEVELOPMENT SPECIALIST – 01

Posted on Tuesday, August 11th, 2026



SRI LANKA RED CROSS SOCIETY (SLRCS)

If you are proactive, highly motivated, results-oriented, and ready to embark on a challenging career

Come join us

POST

Proposal Development Specialist

01 Position

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Based in National Headquarters in Colombo

HRM 029/2026

Attractive Remuneration, depending on the Qualifications, Experience & Competencies

QUALIFICATION & EXPERIENCE

Bachelor’s degree in Development Studies, Project Management, Social Sciences, International Relations, Business Administration, or a related field.

With

Minimum of 5 years’ experience in a similar capacity within the humanitarian or development sector.

Experience working with institutional donors and international funding agencies will be an added advantage.

COMPETENCIES REQUIRED

- Excellent command of written and spoken English.
- Strong analytical, research, and report-writing skills.
- Proficiency in Microsoft Office applications.
- Excellent written communication and editing skills.
- Strong planning and organizational abilities.
- Ability to work under pressure and meet tight deadlines.

Sri Lanka Red Cross Society is committed to upholding equal opportunities for all Sri Lankans as the largest humanitarian network in the country. We strive to build a team that mirrors the diversity of Sri Lanka, ensuring fair access for individuals of all races, religions, genders, ages, sexual orientations, and different abilities. SLRCS has a zero-tolerance policy on child abuse & sexual harassments. Your enthusiasm and skills are greatly valued in furthering our humanitarian mission and we encourage candidates from diverse backgrounds to apply and join us in creating a significant impact.

General Requirements

- Sound understanding of humanitarian, community, and volunteer-based service interventions.
- Should be a quick learner with the ability of adhering to SLRCS management guidelines and procedures.
- Should be a team player who is self-motivated with the ability of working in challenging circumstances.
- Abide by and work according to the Red Cross and Red Crescent Movement Fundamental Principles.

The SLRCS conducts its general administrative and operational affairs in English Language and the appointment will be on fixed term contract basis. Only short-listed applicants will be called for interviews.

Please email your application to jobs@redcross.lk on or before 15.08.2026 (HRM 029/2026)