



Alaris Group of Companies

Alaris Lanka (Pvt) Ltd is one of the fastest growing companies in the Healthcare Industry, with its presence in Cosmetics, Neutraceutical and Pharmaceutical segments. We have launched many exciting innovative products, which exhibits highest standards of quality and are market leaders in the industry. It is our constant endeavour to consolidate, expand and venture into areas through new partnerships & tie-ups.



VACANCY

ASSISTANT ACCOUNTANT JUNIOR ASSISTANT ACCOUNTANT

Duties and Responsibilities

- Oversee the overall finance processes, ensuring accurate and timely update the ledger.
- Maintain and reconcile general ledger accounts. Review journal entries, ensuring accuracy and compliance with accounting standards. Assist in month end and year-end closing processes.
- Assist in the preparation of audit schedules, IRD-related documents, and schedules and support the external audit process.
- Ensure compliance with regulations, policies, and procedures.
- Collaborate with internal stakeholders such as finance, operations, and management to provide financial insights.

Qualifications, Competencies & Skills

- Bachelor's degree in Accounting, Finance, or part qualification in ACCA/CIMA/CA.
- Proven experience (3 years) in a similar accounting or finance role, with a focus on financial reporting, analysis, and controls.
- Strong knowledge of accounting principles, financial regulations and standards
- Proficiency in using accounting software and ERP systems.
- Advanced skills in Microsoft Excel for financial analysis and reporting.
- Excellent analytical and problem-solving abilities with attention to detail.
- Strong organizational skills and the ability to prioritize tasks and meet deadline.
- Excellent communication and interpersonal skills to collaborate effectively with cross-functional teams and stakeholders.
- Ability to work independently and lead a team.
- High ethical standards and integrity in handling financial information.

An attractive remuneration package based on the qualification and experience awaits for the right candidate. Please forward your resume along with a recent photograph enclosed with CV, with details of two non-related referees within 7 days of this advertisement.
Please mention the post you are applying in the subject line of the e mail.