

ASSISTANT ACCOUNTANT



Jaysons Warehousing (Pvt) Ltd is an engineered Quartz Stone manufacturing factory with our head office located in Mount Lavinia. We are seeking a team member experienced in the following areas and holding a specific set of qualifications to be based at our headoffice in Mount Lavinia.

JOB PROFILE

- Financial oversight: Monthly, quarterly, and annual planning presentations to the Board of Directors.
- Tax management: Accurate tax computations, reconciliation, and timely filing.
- TIEP report adherence: Prioritizing compliance with SL Customs regulations.
- Documentation and financial coordination: Handling import/export documentation, managing LC/TT transactions with banks and suppliers, and collaborating with the Project Finance Division for optimal working capital management.
- Financial reporting: Preparation of accounts, board papers, and continuous monitoring of ratios, variances, and daily costs.
- Stakeholder collaboration: Working with auditors and bankers, leading negotiations, overseeing teams, and ensuring compliance across departments, including procurement and operations.

QUALIFICATIONS

- ICASL / CIMA / ACCA equivalent or partially completed.
- A thorough knowledge in MS Office and Quick Books.
- Minimum 05 years' experience handling Factory based Accounting.
- Excellent command of written and spoken English.
- Comprehensive knowledge of Accounting basics and principles.

Attractive Package/Negotiable. Please send your CV with details of two non-related referees
to : hr@jaysonsholdings.com
with subject: "Assistant Accountant"_"YOUR NAME"

