

# WE ARE **HIRING**

DHAMMIKA & PRISCILLA  
PERERA *foundation*

## **JUNIOR ACCOUNTANT**

### **RESPONSIBILITIES:**

- **Financial Reporting:** Prepare and analyze financial statements, and forecasts.
- **Account Reconciliation:** Ensure accurate reporting of monthly, quarterly, and annual accounts.
- **Budgeting and Forecasting:** Preparation of annual budgets, forecasts, and monitor variances.
- **Audit Support:** Coordinate and assist with internal audits.
- **Tax Compliance:** Ensure compliance with tax and other financial regulations.
- **Process Improvement:** Follow best practices in improving accounting processes.

### **REQUIREMENTS:**

- Bachelor's degree in Accounting, Finance, or a related field. Part-qualification in professional education such as ACCA, CIMA, CPA, is an added advantage.
- Minimum of 3 years of experience in accounting or finance.
- Strong understanding of accounting principles, financial regulations, and tax laws.
- Experience in the education sector is an added advantage.
- Display strong attention to detail and accuracy.

**SEND YOUR RESUME/CV TO:**

[hr@dpedu.org](mailto:hr@dpedu.org)

