



# IMMEDIATE VACANCY

Royal Cashews Group of Companies – Gampaha which is Sri Lanka's first and foremost cashews processing company was conferred with the international ISO 22000:2018 FSMS, ISO 14001:2015 EMS, HACCP & GMP Certifications. We are looking for highly motivated and committed individuals to immediately join our Company.

## Finance and Administration Trainees

We are seeking motivated and talented individuals to join our team as Trainees in the Finance and Administration Departments. This is an excellent opportunity for advanced-level students or recent graduates in the stream of commerce to gain practical experience and kick-start their careers.

### Candidate Profile

- Males & Female Candidates
- Age between 20 to 27 years
- Candidates from close proximity is preferred to Gampaha
- Prefer candidates who can join with immediate effect

### Requirements

- Advanced-level students or recent graduates in commerce or related fields
- Strong analytical and problem-solving skills
- Excellent communication and interpersonal skills
- Proficiency in Microsoft Office Suite (Excel, Word, PowerPoint)
- Ability to work independently and collaboratively in a fast-paced environment

### Responsibilities

- Assist with financial analysis, budgeting, and forecasting tasks
- Support HR and Admin team in administration duties
- Collaborate with cross-functional teams to streamline processes and optimize procurement strategies
- Assist with data entry, documentation and administrative tasks as needed

### Benefits

- Hands-on experience in finance and admin functions
- Mentorship and guidance from experienced professionals
- Exposure to diverse projects and challenges
- Opportunity for future career advancement within the organization

Website - VISIT US: [www.royalcashew.lk](http://www.royalcashew.lk)

If you are capable and willing to accept these challenges, forward your detailed CV mentioning the applied position in the subject line.

Update resume with the recent color photograph and contact details of two non-related referees should reach the following email: [careers@royalcashew.lk](mailto:careers@royalcashew.lk)

For more Details; WhatsApp: 070 472 3017

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