



We are importers and manufacturers of all steel accessories and fittings for power and telephone lines, all kind of bolts and nuts including galvanizing works. We are looking for a dynamic, self-motivated and result oriented candidates for the post of Accounts Executive & Assistant Accountant for our company.

## QUALIFICATIONS & EXPERIENCES

- Candidates are preferable between the Age 23-40 years.
- Candidates in Gampaha District are preferable.
- Good A/L results in Commerce or Mathematic stream.
- Partly qualifications in AAT/CIMA/ACCA/CMA.
- Minimum 3 years of working experience required.
- Good verbal and written skills in Sinhala and English.
- Hands on experience in Microsoft office packages.
- Experience in Imports Documentation will be added advantage

## Accounts Executive

### ROLES & RESPONSIBILITIES

- Preparation of Bank reconciliations and monthly management reports.
- Handling government tenders.
- Preparation of import documentation.
- Administering Payroll & handling petty cash.
- Maintaining daily production reports and prepare any other ad-hoc reports.

## Assistant Accountant

### ROLES & RESPONSIBILITIES

- Project Costing and Profitability Analysis
- Conduct a comprehensive evaluation of existing finance processes and procedures, concurrently organizing initiatives to enhance existing processes and procedures.
- Prepare and collate management reporting information of the entities for performance review and ad hoc reports required for management.
- Carrying out Internal Audits.
- Provide strategic insights based on financial data to support decision-making

The successful candidate would be offered a salary of LKR.60,000.00 – 70,000.00 (Negotiable). Please forward your CV to [dilushanengineering@gmail.com](mailto:dilushanengineering@gmail.com). For more details contact us via **0761782619**.



## DILUSHAN ENGINEERING (PVT) LTD.

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