

# Vacancy for Accounts Assistant



Metropolitan College is a well-established educational institution that has pioneered in a variety of internationally accredited tertiary education programmes, catering to the demands of both Sri Lankan and foreign students.

With our growth, we are looking forward to welcoming a smart, dedicated and dynamic person to our team for the following position.

## Accounts Assistant

### Job Requirements

- Two years of experience in a similar capacity.
- Part qualified in AAT/CA/CMA or relevant qualification.
- Experience in Tally, Quick Book accounting packages or ERP.
- Strong interpersonal skills with excellent oral and written communication skills in English and local languages.
- Knowledge of relevant computer application skills.
- Ability to work on weekends

The successful candidate would be offered with a competitive remuneration package based on their qualifications & work experience.

E-mail your resume with contact details of 2 non-related referees to [careers@metropolitancollege.lk](mailto:careers@metropolitancollege.lk)  
Please mention in the subject line the post preference.



**METROPOLITAN COLLEGE**  
*your success... our achievement...*

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