

## Officer Tille

# JOIN THE DYNAMIC TEAM OF Browns

Browns is one of the largest diversified conglomerates in Sri Lanka, which manages a fast growing and valuable portfolio of brands across several key industry sectors, such as automotive; power generation; agriculture; pharmaceuticals; investments; marine and manufacturing. Being in existence for over 149 years, the Company is built upon a strong foundation of strength, driven by a vision and a will to succeed. We are looking for a self-motivated, result-driven individual with a proven track record to join our Browns Group.

#### JOB PROFILE

- · Prepare and handle supplier payments and advances along with travelling claims
- · Oversee direct deposits, cheque receipting and post-dated cheque entering in the system
- · Handle banking activities; cash and cheque deposit
- · Streamline customer goods returns
- · Regulate invoicing process
- Provide support and assistance to accountant

### PERSONAL PROFILE & SKILLS

- Full/part professional qualifications in AAT or a similar Accountancy course
- · To be knowledgeable in MS office applications
- · Sound oral and written communication skills
- · To be result-oriented with an outgoing personality
- Ability to use ERP systems
- · To be below 30 years

If you are confident that you can meet the above requirements, please apply within 07 days of this advertisement with your complete CV including the names of two non-related referees. Also, indicate clearly the position applied for, on the top left hand corner of the envelop / in the subject line of the email: harshaper@lolc.com

#### **Human Resources Department**

Brown & Company PLC 34, Sir Mohamed Macan Markar Mawatha, Colombo - 03 Tel: 0112 663 000