

# we're hiring!

We are currently looking to recruit highly motivated and result-oriented candidates for the following positions.

## Accounts Assistant

### JOB REQUIREMENTS

- Preparing and processing of receivables and payables of the organization.
- Maintain and update the General Ledger & Bank Reconciliations.
- Provide Daily/Weekly/Monthly Reports to the management.
- Assist in preparation in monthly Management accounts.
- Knowledge about MYOB / QB would be an added advantage.

### QUALIFICATION

- Age Between 18 & 30.
- Computer Literacy Required.
- AAT/CIMA or any Accounting qualifications.
- Energetic passionate individual who is willing to go beyond.

If you are the right person to fulfill the above requirements, send your CV to us with the contact details of two non-related referees to the following email address within 7 days of this advertisement.

[careers@transcoholdings.net](mailto:careers@transcoholdings.net)

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