



# TRAINEE ACCOUNT ASSISTANTS

Link Agro (Private) Limited, a fast-growing company in the agri-input sector, invites applications from **enthusiastic and committed candidates** for the position of **Trainee Account Assistant** to work at our Head Office.

## Key Responsibilities

- Assist in maintaining accounting records and data entry
- Support day-to-day accounting and finance operations
- Assist with invoicing, payments, and bank-related documentation
- Maintain proper filing of financial documents
- Support monthly reporting and audit requirements

## Candidate Profile

- G.C.E. (A/L) completed (Commerce stream preferred)
- Partly qualified in **AAT / CA / CIMA** or willingness to commence professional studies
- Basic knowledge of accounting principles
- Computer literacy (MS Excel and accounting software will be an advantage)
- Good attention to detail with a positive and willing-to-learn attitude

## Remuneration

- Attractive remuneration package
- Excellent opportunity to gain hands-on experience and career development

## How to Apply

Please send your CV to [info@linkagro.lk](mailto:info@linkagro.lk) within 7 days of this advertisement.



**Link Agro (Private) Limited.**  
85 A, Templers Road, Mount Lavinia.