

Join the Inspirational journey in becoming a part of Sri Lanka's first Global Market Experience.

softlogic
GLOMARK

Softlogic GLOMARK, Sri Lanka's first inspirational Global Market which is the latest extension under Softlogic Holdings PLC through Softlogic Supermarkets (Pvt) Ltd, brings the Sri Lankan consumers a whole new dimension of Global Modern trade retailing. With extensive expansion plans to provide an unmatched global experience through uplifting consumption moments of all Sri Lankans, Softlogic GLOMARK sets its trail in offering an unparalleled service that would set industry benchmarks.

ACCOUNTS ASSISTANT

Job Description

- Three-way matching through system (Match Supplier Invoice, Purchase Order and GRN)
- Communicating with the outlets to check with the not received and not clear supplier invoices
- Supporting the team members with matching the unmatched invoices
- Ensuring effective support and services to the to the accounting function
- Assist with all documentation and finance related activities

Requirement

- G.C.E A/L Commerce Stream (School leavers are encouraged to apply)
- Partly qualification from recognized accounting body will be an added advantage
- Should be a self-motivator who can work with minimum supervision and ability to work in a flexy working environment
- Should be a person who has a can-do attitude and positive mind
- Should be able to work with multiple operative functions to support the entire team.



For those interested please apply within 7 days of this advertisement to careers@softlogic.lk along with details of two referees. Please indicate the position in the subject column when applying