

Hayleys Group is amongst Sri Lanka's largest, and most respected diversified conglomerates with a turnover in excess of USD 1 Billion. To explore the World of Hayleys, visit us at: [www.hayleys.com](http://www.hayleys.com).

### **Hayleys Advantis Limited**

Hayleys Advantis Group, the transportation, logistics and aviation arm of Hayleys PLC with over 60 years of industry presence, is a pioneer in providing end-to-end logistics solutions, representing some of the World's foremost shipping lines, freight forwarders and the largest air express transportation company. The Group also represents some of the world's leading passenger and cargo airlines and specializes in travel agency services.

### **MIT Global Solutions**

MIT Global Solutions (Pvt) Ltd is the digital solutions arm of Hayleys Advantis Group specializing in the design, development, implementation and support of application solutions for the Logistics Industry. We leverage 20 years of experience in building customized solutions for leading logistics organizations in SL.

### **Internship – Trainee Junior Associate**

#### **Job Responsibilities**

- Assist in managing the end-to-end vendor payment process by coordinating with banks and ensuring accuracy and timeliness.
- Help prepare and provide financial data and documents for internal and external audits to ensure compliance.
- Update and maintain trackers, data sheets, and SharePoint files to support financial decision-making.
- Organize and file financial documents (Accounts Payable files) to maintain easy access and meet company standards.
- Actively participate in cross-training sessions and knowledge-sharing activities with the finance team.
- Assist in gathering and organizing financial performance data to support management reviews.

#### **Candidate Profile**

- Currently pursuing or part-qualified in CIMA, CA, ACCA, CMA or AAT is an added advantage.
- Minimum of 6 passes at GCE O/L, including a "C" grade in Mathematics.
- Proficient in MS Office (Excel, Word, PowerPoint).
- Ability to manage multiple tasks and meet deadlines while maintaining high levels of accuracy in a fast-paced environment.

If you think you have what it takes to be successful in the above challenging role, **please share your cv to [Sanduni.bhagya@asteriglobal.com](mailto:Sanduni.bhagya@asteriglobal.com)**. Pay and benefits of the above position will be competitive, and the rewards are performance driven.

Hayleys is an Equal Opportunity Employer.

