



JOIN OUR TEAM

ABOUT US

A reputed conglomerate with over 75⁺ years of industry leadership in Sri Lanka with a presence across five key sectors including Maritime & Logistics, Petroleum & Energy, Manufacturing & Distribution, Property & Strategic Investments, and Leisure. McLarens stands as a beacon of excellence representing esteemed global brands (including Fortune 500) in Sri Lanka. You will be a part of a team of over a thousand dedicated professionals driving our success. At McLarens, we prioritize growth, continually investing in our people and foster a vibrant culture of innovation and collaboration.

Assistant Accountant

Key Responsibilities

- Prepare monthly and quarterly management accounts and reports (P&L, balance sheet, cash flow) with precision and within deadlines.
- Review and validate all invoicing, receipts, and payments to ensure compliance with internal policies.
- Monitor excess funds and liaise with banks on investment opportunities to optimize returns.
- Coordinate internal and external audit processes by allocating work and ensuring readiness.
- Ensure timely and accurate tax submissions (Income Tax, VAT, ESC, NBT, WHT, Stamp Duty, etc.) manually or via RAMIS.
- Approve sales orders in coordination with Sales & Finance teams, ensuring accurate and timely order processing.
- Manage the annual current account settlement plan in line with Sri Lankan accounting standards.
- Identify non-compliances and provide insights to management for timely decision-making.
- Conduct and assist in stock verification and monthly bank reconciliations.
- Support the Head of Finance in managing the company's loan portfolio and maintaining short-term loan records.
- Coordinate loan settlements and ensure accuracy of bank interest and accrual entries.
- Assist the AGM in managing team performance, training, and resource allocation.
- Prepare payments and reports for regulatory bodies (PUCSL, CPC, Import & Export Department, etc.).
- Monitor the company's strategic objectives, risk register, and KPIs; report progress to management.

Skills and Experience Required

- BSc in Accounting / Chartered Accountant / Chartered Institute of Management Accounting (CIMA) / ACCA or any other recognized qualification in Finance or following final level examinations.
- 4–6 years' experience in a finance division, with exposure to management information systems (MIS) reporting.
- Strong audit background (external or internal) Proficiency in MS Office, particularly Excel.
- Excellent analytical, communication, and coordination skills.
- Ability to handle multiple responsibilities and work under pressure.

An attractive remuneration package along with industry fringe benefits and excellent career opportunities await the right candidate.

How To Apply

Click the advertisement to apply.

Please apply within 7 days of this advertisement

