

**WE ARE HIRING NOW!**



## **ACCOUNTS ASSISTANT – TAXATION**

RICHARD PIERIS & COMPANY PLC

We are seeking a dynamic and detail-oriented individual to join our Finance Team as an Accounts Assistant – Taxation. This role is ideal for candidates who wish to build a career in corporate taxation while working in a professional and growth-oriented environment

### **Key Responsibilities**

- Assist in the preparation and submission of monthly and quarterly tax returns, including VAT, SSCL, WHT, Income Tax, and other statutory taxes
- Support tax assessments, appeals, and related correspondences.
- Liaise with the Department of Inland Revenue and other statutory authorities, as required
- Assist in handling tax audits and responding to tax-related queries
- Maintain proper tax documentation and ensure timely tax payments
- Support tax planning initiatives and compliance monitoring
- Coordinate with auditors during statutory and tax audits

### **Requirements**

- Minimum 1 year of experience in handling taxation matters (VAT, SSCL, WHT, Stamp Duty, CIT) in an audit firm or corporate environment
- Part qualification in CA Sri Lanka / ACCA / CIMA / CIT Sri Lanka
- Sound knowledge of Sri Lankan tax regulations
- Proficiency in MS Excel and familiarity with accounting software
- Strong analytical, communication, and organizational skills
- Ability to meet deadlines and work independently.

Interested candidates are invited to forward their CV to [jayani.c@arpico.com](mailto:jayani.c@arpico.com), along with contact details of **two non-related referees**, within **14 days** of this advertisement.



**Richard Pieris & Company Plc**

**78/B, polgasowita, Maththegoda.**