



## Come join our team as a Cashier

John Keells CG Auto Private Ltd (JKCG) is a John Keells Group company, Sri Lanka's largest conglomerate listed on the Colombo Stock Exchange. With an operating history of over 150 years, the John Keells Group is present in 7 industry sectors, namely Leisure, Property, Transportation, Consumer Food, Retail, Financial Services, and IT & Plantations. John Keells CG Auto is the official distributor of BYD passenger vehicles, parts, and services in Sri Lanka.

BYD, a global powerhouse, secured the position as the Global number one New Energy Vehicles (NEV) sales in 2022 and 2023 is committed towards sustainable transportation solutions.

### What you need to do

- Ensure all cash and e-transactions are handled securely and accurately.
- Preparation of day end cash and e-transaction reconciliation for banking.
- Maintain petty cash float and daily records of IOUs and settlements within the stipulated time.
- Maintain accurate records of all transactions and produce financial reports as required.
- Carryout reconciliations for transactions pertaining to business operations and sign off day end cash balance and e-transactions.
- Address customer inquiries and resolve any issues when required.

### What you need

- Should possess G.C.E. A/L or any other professional qualification / part qualification in accounting.
- 2 – 3 years' experience in a cashier role, preferably in the automotive or retail industry.
- Accurate and precise attention to detail with the ability to multitask, prioritise and manage time efficiently.
- Strong interpersonal and communication skills. Fluency in three languages will be an added benefit.
- Customer service mindset with the ability to handle cash responsibly.
- Proficient computer skills, including Microsoft Office Suite and SAP.

If interested, please send your CV to [careers.jkcg@keells.com](mailto:careers.jkcg@keells.com) within 7 days of the advertisement.

Please mention the position as "Cashier (Colombo)" in the subject header.