



VACANCY FOR ACCOUNTS ASSISTANT

Assignment Basis

MAHAWELI CONSULTANCY BUREAU

Mahaweli Consultancy Bureau is an organization under the purview of the Ministry of Irrigation incorporated for the objective of providing Consultancy & Support Services for Local & International clients. We have been in business for 23 years and during the time we have grown to be a reputed organization by successfully completing high priority Consultancy and Support Services for Government and Non- Government Organizations in Sri Lanka. Our vision is to rank our company among the top ten entities in South Asia by the year 2030.

We call upon confident individuals with the following criteria to join our team to achieve our goals.

CANDIDATE PROFILE

- Age below 35 years
- Minimum 3 years' experience in similar capacity and experience working in an Audit Firm will be an added advantage.
- Degree in Finance or Accounting would be an added advantage
- Part qualified in CA, CMA, ACCA, or CIMA and fully qualified in AAT and HNDA.
- Have proficiency in Microsoft Excel, Microsoft Word, Microsoft Power Point and Quick Books Accounting Packages.
- Good communication with interpersonal skills
- Experience working in UNDP or other donor-funded projects will be considered an added advantage.
- Should be able to work in a challenging work environment and ability to meet deadlines.
- Envoy aptitude, proactive, self – driven Team player and able to work with less supervision

APPLICATION GUIDELINES

Interested candidates are invited to forward their Curriculum Vitae (CV) along with a covering letter, clearly indicating **"Accounts Assistant"** in the subject line **only through Email**, to the following email address on or before 27th February 2026. Email: application@mcb.gov.lk

Please note:

- Only **short-listed candidates** meeting the above criteria will be contacted for an interview.
- **Any form of canvassing will result in disqualification.**

Chief Executive Officer,
Mahaweli Consultancy Bureau, No. 11, Jawatta Road, Colombo 05.