



Creating | Evolving | Growing

## Cashier

**Singer Finance (Lanka) PLC**, a subsidiary of Singer (Sri Lanka) PLC, incorporated on 19th April 2004 is licensed by the Monetary Board of the Central Bank of Sri Lanka under the Finance Business Act No. 42 of 2011.

We invite applications for above position at **Colombo region, Mathugama, Polonnaruwa, Chilaw, Wariyapola, Awissawella and Badulla Branches.**

### Job Profile

- Receive, process, and acknowledge all incoming receipts, cheques, and bank deposits..
- Deposit cash and cheque collections into bank accounts on a daily basis.
- Reconcile payments with relevant documentation and update both system and manual records accordingly.
- Attend to customer queries and provide them feasible solutions.
- Maintain cordial relationships with customers and other financial institutions.

### Candidate Profile

- Be between 20-30 years of age.
- Posses GCE (A/L) and GCE (O/L) Qualifications with Credit passes in English Language and Mathematics.
- Part qualification in AAT or IBSL would be an added advantage.
- Experience in similar capacity would be an added advantage
- Exposure to computerized accounting application packages.
- A dynamic and result-oriented individual with excellent communication and interpersonal skills.
- Ability to converse fluently in English and Sinhala.

The above position comes with an attractive remuneration package, including fringe benefits stipulated by Singer Group.

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