

WE ARE HIRING!

U. W. Sumathipala & Sons is a well-known conglomerate in Sri Lanka with an extensive portfolio of diversified businesses. Our subsidiaries are professionally managed, high-performing, socially responsible, and deliver superior value to the markets that they serve. U.W. Sumathipala & Sons has several other strategic investments and alliances in several key sectors of the Sri Lankan economy.

We are looking for a detail-oriented and proactive Accounts Assistant to join our team and support our finance function in ensuring accurate financial records, timely reporting, and smooth day-to-day accounting operations.



ACCOUNTS ASSISTANT

DUTIES AND RESPONSIBILITIES

- Monitor and approve outlet petty cash transactions.
- Perform reconciliation of petty cash payments accurately and on a timely basis.
- Reconcile and report cash shortages and surpluses.
- Carry out data entry for DR (Daily Reports) with accuracy and completeness.

THE IDEAL CANDIDATE SHOULD POSSESS

- G.C.E. A/L in Commerce stream
- Partly qualified in AAT or equivalent professional qualification will be an added advantage.
- Minimum 1 year of experience in accounting or audit field
- Good analytical and numerical skills
- Proficiency in Microsoft Word and Excel

WHAT WE OFFER

- An attractive remuneration package with fringe benefits.
- Exposure to diverse industries and corporate functions.
- A supportive and collaborative working environment.
- Opportunities for learning, growth, and career progression.



SUMATHI HOLDINGS (PVT) LTD

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SUBMIT YOUR CV
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