



ARCHIO CONSTRUCTION (PVT) LTD.

No 57/4, Sapumal Mawatha, Wilgoda Road, Kurunegala

Tel – +94 703063307, +94 372052666

Web – www.archiolk.com

Email-archioconstruction@gmail.com

We, is one of the leading and fast growing company, specialist is design, For our Building contraction Project, we are looking for suitable qualified dynamic peoples Full time basis to fill in the following vacancies in Colombo.

Accountant - Female (Kurunegala)

Duties:

- Accounts receivable and accounts payable
- Monthly financial reporting to the management
- Balance sheet reconciliations
- Preparation and analysis of budgets and developing forecasts
- Communicate with banks as well as third-party suppliers and vendors
- Other ad-hoc reporting and tasks

The Requirements:

- Qualifications in Accounting and Finance
- Professional membership in ICASL/CIMA/CA/ACCA/CPA/AAT (partial or full)
- 5+ years of accounting/finance experience
- Outstanding attention to detail
- Strong spoken and written communication skills in English
- Ability to build relationships with staff and other stakeholders
- Team player
- Ability to meet deadlines
- Microsoft Office proficiency and
- Those who reside close proximity to Kurunegala will be encouraged to apply.

If you can fulfill the above requirement, please send your application with non –related references to dulakshi1982@gmail.com , archioconstruction@gmail.com

Tel – 077-3736255/070-3736255/070-3063307

Please indicate the position applied for as the subject of your email