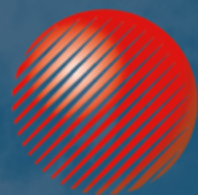


ASSET ENGINEERING (PVT) LTD



**ASSET
ENGINEERING**

Asset Engineering (Pvt) Ltd, a distinguished CS1 graded and ISO Certified company in Sri Lanka, boasts a rich legacy in the field of Civil Engineering. We hold a pivotal role in major construction endeavors across the nation with ongoing 14 projects all over the country.

We are on the lookout for seasoned, dynamic, goal-driven, resourceful, and self-motivated individuals to join our team immediately. We particularly encourage male candidates to apply.

Accounts Executive / Assistant

Key Responsibilities

- Handling of Site petty cash and reimbursement etc.
- Maintaining of fixed asset register in ERP system.
- Preparations of Bank Reconciliations /settlement of advances/Reconciliation of accounts schedules.
- Ability to cope up with Month end closing process.
- Preparation of site P & L reports and cash flow reports on time.
- Co-ordination with site staff and arranging the payments on time.

Requirements and Skills

- A degree/ partly qualification in CA/ACCA or any other similar qualifications.
- Minimum 3-5-year experience in a similar position
- Proven experience in construction Industry would be an added advantage.
- Proficiency in Microsoft office package and ERP systems.
- Age below 35 years.



If you meet these qualifications and are looking for a challenging and rewarding career, we invite you to apply for this position. Join our dynamic team and make a significant impact on our organization's success.

To apply, please submit your resume to

cv@assetengineering.lk

within 10 days of this advertisement. Please specify the post you are applying in the subject of the email.
Human Resources Manager
No 34, Ward Place, Colombo 07.