

WE ARE

HIRING

Management Associate Finance (code 1768)

JOIN OUR TEAM

The Sri Lanka Institute of Information Technology (SLIIT) is a pioneer in the higher education sector of Sri Lanka and offers undergraduate and postgraduate degrees in a wide range of disciplines (www.sliit.lk). It is committed to providing the best student experience through a dedicated group of academic and non-academic staff. The main campus located in Malabe has excellent academic and recreational facilities.

We are looking for a bright and dynamic individual to join our team as a Management Associate/ Finance to the Finance Department, located in Malabe Campus.

The job role shall include:

- Raise receipts, prepare journal vouchers/payments and other related documents
- Liaise with internal departments and divisions
- Liaise with banks and other outside parties as required
- Other engagements that are handed over from time to time

The ideal candidate:

- Excellent analytical and problem-solving skills
- Strong communication skills (oral and written) with an outgoing personality
- Ability to work with minimum supervision, multi task and meet deadlines
- A very good computer literacy with a sound knowledge of common office packages
- Hands-on experience in accounting/ ERP software will be an added advantage

Eligibility requirements:

- Should possess a bachelor's degree from a recognized University with experience or equivalent qualification at the NVQ 7 level.
- Partly qualified in CA, AAT or any other professional body will be an added advantage
- Experience in a similar role will be an added advantage
- Candidates who are less than 32 years old will be preferred

SLIIT offers a competitive salary and other benefits commensurate with qualifications and experience.

Please send your resume via email to careers@sliit.lk clearly indicating the post applied for with the code on the subject line of the email, to reach us within 7 days of this advertisement.



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