



# VACANCY

## Assistant Finance Manager Accounts Payable

### Responsibilities

- Reviewing all the outgoing payments together with relevant payable reconciliations.
- Preparation and monitoring of annual overhead expense budget.
- Actively engage with automating manual processes with in-house or outside IT professionals.
- Preparation and presentation of regular/ad-hoc management information relating to the scope.
- Perform additional duties in line with current job role as and when requested by the management

### Qualifications

- Fully / Part qualification of CA / CMA / ACCA or a bachelor's Degree in Finance / Accounting from a recognized university with a min. of 3-5 years of work experience.
- Experience in Insurance environment is an added advantage.
- Strong analytical skills with ability to work under minimum supervision.
- Age below 35 years.

Forward your CV to

**Careers@softlogiclife.lk**

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