



ACCOUNTANT - GENERAL LEDGER

Who We Are..

SriLankan Catering Limited the award-winning exclusive Airline Caterer in Sri Lanka counts over four decades of experience in delighting the passengers of most of the world's finest airlines.

We take great pride in being among the best in the industry resulting in a meal service that discerning travellers may find in the experience availed at a five-star restaurant than in an aircraft cabin.

SriLankan Catering Limited is a fully owned subsidiary of SriLankan Airlines Ltd. and a state-owned enterprise having its catering operations in Bandaranaike International Airport Colombo (BIA), Mattala Rajapaksa International Airport (MRIA) and Colombo International Airport Ratmalana (CIAR) is also engaged in operating Airport Restaurants, Transit hotels, Industrial Laundry, while being the catering arm of VIP and Presidential Lounges and Business Class lounges located at the above airports.

SriLankan Catering Limited is an active member of International Flight Catering Association (IFCA) and International In-flight Food Services Association (IFSA).

The Person We Are Looking For..

We are looking for an energetic, enthusiastic, self-motivated person of good character with professional qualifications, ethics and with outstanding communication skills for the post of Accountant - General Ledger to manage fixed assets, GL balancing, and other critical accounting tasks in order to ensure that the company has accurate, up-to-date financial records for decision making. The successful candidate will report to the Manager - Finance and be responsible for tasks optimizing the productivity of the company.

KEY RESPONSIBILITIES INCLUDE:

- Ensure that the company has a clean up-to-date General ledger at all times.
- Maintain a most optimum chart of accounts.
- Pass journal entries to the system subject to approvals.
- Reconcile control accounts and other ledgers in a timely manner and make sure accuracy and data integrity.
- Perform various month end reconciliations and work to resolve any discrepancies if any.
- Collaborate with other departments to complete accurate records and provide accounting reports.
- Prepare monthly financial statements as per Accounting Standards (SLFRS & LKAS) and other regulatory requirements in a timely manner.
- Assist to reconcile all balance sheet items in a timely manner.
- Assist in the budget preparation process.
- Maintain a complete and updated fixed assets registry ensuring coding of new assets at the receiving bay before they are issued to the user.
- Manage an accurate currency conversion method.
- Perform and manage month-end closing and assist with year-end closing.
- Upload budget to the systems and ensure accuracy of budget figures.
- Responsible for any tasks necessary to ensure timely and accurate financial reporting.
- Liaise with company Auditors and other financial professionals in their duties as needed.
- Maintain an effective file management system while complying with record keeping as per legal requirements.

PROFESSIONAL QUALIFICATIONS AND EXPERIENCE REQUIRED:

- Fully or Partly qualified (Final/Corporate level) accountants in CA, CIMA, ACCA or other recognized professional accounting body.
- A Degree / Advanced Diploma (03 years) in Accounting, Finance or similar discipline from a recognized university.
- 04 years' Experience in Executive Capacity.
- Proficiency with Microsoft Office Applications including Advanced Excels Tools and Ability to operate Accounting Software Applications i.e. Oracle.
- Thorough knowledge of Accounting Standards, Accounting Principles & Be conversant with accounting and internal controls and best practices.
- Credit passes for English and Mathematics for G.C.E. (O/L) and G.C.E. (A/L) qualification.
- Sound Planning & Organizing Skills, Analytical Skills and Problem Solving Skills.
- Ability to work independently to meet strict deadlines and the Ability to maintaining Confidentiality.
- Excellent command of English, Writing and Presentation Skills are essentially required.

The selected candidate can be assured of an attractive and enhanced remuneration package with fringe benefits.

If you are confident that you have the above required skills and experience for the job, please e-mail your resume to careers@srilankacatering.com including 2 non-related referees or send by post indicating the position applied for on the top left-hand corner of the envelope to below address within 10 days from the date of this advertisement.

Human Resources & Administration Manager
SriLankan Catering Limited
PO: Box: 07
Airline Centre, Bandaranaike International Airport
Katunayake

Please visit us on www.srilankacatering.com/careers for more details

