



***AASL is hiring the best talent to the best and
we are an equal opportunity employer***

***We are looking for highly motivated individuals with right attitudes
to fill the following vacancies***

POST OF INTERNAL AUDIT EXAMINER GRADE II

- 1 Job Scope** : To carry out Internal Audit Assignments as per the Audit Programmes approved by Head of IA / Deputy Head of IA and subsequent directions/instructions being given by Head of IA /Deputy Head of IA/Internal Auditor/ Assistant Internal Auditor, to ensure that the field works are performed to achieve the Audit Objectives while providing any information to Head of IA/Deputy Head of IA/Internal Auditor /Assistant Internal Auditor, that causes to modify nature, timing and extent of audit procedures pre-determined, to collect audit evidence which are sufficient and appropriate in arriving at conclusions on the Internal Controls being evaluated, to prepare own audit workings draft audit observations and to submit audit evidence, workings and audit observations to Assistant Internal Auditor/Internal Auditor/Deputy Head of IA/ Head of IA within the deadline provided.
- 2 Key Responsibilities**
- i. Agree upon the Audit Programme and the provided deadline with Assistant Internal Auditor/ Internal Auditor/ Deputy Head of IA/ Head of IA at the time of entrusting an audit assignment by Head of IA/Deputy Head of IA.
 - ii. Prepare the Document Requisitions as per instructions of Assistant Internal Auditor/Internal Auditor/ Deputy Head of IA/ Head of IA at the time of entrusting an audit assignment by Head of IA/Deputy Head of IA and obtain the approval for the same from Head of IA/Deputy Head of IA.
 - iii. Ensure that Document Requisitions are sent to the relevant division timely.
 - iv. Carry out the audits as per the Audit Programmes and instructions of Assistant Internal Auditor/ Internal Auditor/ Deputy Head of IA/Head of IA.

- v. Gather sufficient and appropriate audit evidence and prepare workings such as schedules, analysis etc. and ensure maintenance of working file for each of the audit assignments.
- vi. Ensure that field works are completed within the deadline provided.
- vii. Draft audit observations and submit same to Assistant Internal Auditor/ Internal Auditor/ Deputy Head of IA/Head of IA along with audit evidence and workings. Audit working paper file should be maintained in respect of each audit.
- viii. Go through the Final Internal Audit Query/Internal Audit Report and ensure that no communication gap is in existence between Audit Observations made during the field work and Audit Observations reported in Internal Audit Query/Internal Audit Report prepared by Assistant Internal Auditor/ Internal Auditor.
- ix. Check the acceptability of responses received for Internal Audit Query/ Internal Audit Report and complete the Follow-up form and handover to Assistant Internal Auditor/ Internal Auditor/ Deputy Head of IA/ Head of IA within two days upon referring the Management response.
- x. You are responsible to safe guard all Assets & Inventories assigned to you.
- xi. Attend to all other works assigned by Head of Internal Audit from time to time.

3 Qualifications

- a. Should have possessed intermediate of ICASL/CIMA/ACCA

4 Experience

- b. Should possess a minimum of Four (04) years experience in Auditing/ Accounting in a reputed organization.

5 Age

- : Below 35 years on the closing date of applications.

6 Salary

- : The remuneration package offered will be attractive. In addition, the selectees will receive attractive fringe benefits.

7 Method of selection

- : Selection will be made after a written test and an interview.

General:

The selected candidates will have to perform duties at any location of the company in any part of the Island as and when necessary.

If you are interested and possess the relevant qualifications and experience please send in your resume prepared according to the specimen application given in our Website (<http://www.airport.lk>>Corporate>Careers) with copies of the relevant certificates to be reached to the address "**Chairman, Airport & Aviation Services (Sri Lanka) (Private) Limited, Bandaranaike International Airport, Katunayake**" on or before **January 19, 2026 only by Registered Post or Courier Service**. Please indicate the post applied for on the Top Left Hand Corner of the Envelope.

The applications without copies of the relevant certificates or forwarded in other modes or not in accordance with the specimen given on our website and applications received this office after the closing date of the application will be rejected.

Please note that only qualified candidates will be notified at all stages of the selection process.

**CHAIRMAN
AIRPORT & AVIATION SERVICES (SRI LANKA) (PRIVATE) LIMITED
BANDARANAIKE INTERNATIONAL AIRPORT
KATUNAYAKE**

04/01/2026