



**We Develop Business by Developing People.  
Hiring the best talent to the best.**

## POST OF ACCOUNTANT GRADE II



### Who are we?

Airport and Aviation Services (Sri Lanka) (Private) Limited is a fully government-owned company with statutory powers to manage and develop international airports in Sri Lanka that envisions to be the friendliest aviation partner in global connectivity towards a sustainable economy.

### Job Scope

In-charge for all areas relating to management and financial reporting in accordance with accounting principles, practices and procedures and is responsible for managing a team to ensure that work is properly allocated and completed in a timely and accurate manner. This position addresses tight deadlines and a multitude of accounting activities including providing management information and budget and forecast activities.

### Key Responsibilities

- i. Ready to take over responsibilities assigned to post of Accountant of any section of the Finance Division at short notice.
- ii. Prepare and submission of Annual Accounts and Annual Report of the Company.
- iii. Preparation of Company Annual Budget, Forecasts and carry out budgetary control measures.
- iv. Provision of Management Information to the Board of Directors and external organizations.
- v. Carry out feasibility study on the projects, financial evaluations and project accounting.
- vi. Managing cash-flows and ensure timely payments and revenue collection.
- vii. Serve as Tender Board Secretaries and/or member of Technical Evaluation Committees following National Procurement Guidelines.
- viii. Ensure compliance with Accounting Standards LKAS/SLFRS, adherence to Government Circulars and liaise on Tax matters timely.
- ix. Ensure Month-ends are closed by the stipulated timelines and reconciliations are prepared and unreconciled items are cleared.
- x. Timely responding to Audit queries and take immediate actions to rectify any lapses.
- xi. Be fully conversant with IFS based ERP system (Finance and Supply Chain Modules) and take timely actions to rectify process/system issues.
- xii. Managing staff and any other duties assigned by Head of Finance

### General

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

If you are interested and possess the relevant qualifications, please send in your resume prepared according to the specimen application given on our Website [www.airport.lk](http://www.airport.lk)>Corporate>Careers with copies of the relevant certificates to the following address on or before **September 02, 2024 only by registered post or courier service** Please indicate the post applied for on the top left hand corner of the envelope.

**Please note that the applications without the copies of the relevant certificates and/or forwarded in other modes and/or not in accordance with the specimen given on our Website will be rejected.**

Whilst thanking you for your interest in joining us, please note that only qualified candidates will be notified at all stages of the selection process.

**Note : Those who have applied in response to the advertisement published on our website on July 24, 2024 for the above post are not required to re-submit their applications.**

### Qualifications

- i. Should be a member of the ICASL **OR** CIMA **OR** ACCA
- ii. Should be well conversant and possess hands-on experience in ERP Finance Modules
- iii. Strong interpersonal communication skills both written and verbal
- iv. PREFERENCE WILL BE GIVEN TO :
  - those who possess Accounting/ Finance Degree from a University recognized by the UGC in addition to the above professional qualification
  - applicants who have possessed two or more hands-on skills in the stated seven(07) areas;
    - a) Strategic Cost Controlling and Savings.
    - b) Debt Collecting.
    - c) Finance Business Modelling.
    - d) Finance Process Mapping.
    - e) Financial/Non-Financial Investment Appraiser.
    - f) Data /Business Analytic.
    - g) Excellent Internal and External Customer serving.

### Experience

Should possess 02 years post qualifying experience as an Accountant in a reputed establishment

### Age

Should be less than 40 years on the closing date for applications

### Method of Selection

Selection will be made after an interview

### Salary

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