



Production Associates

(Data Entry)

ProAccount Lanka (Pvt) Ltd is a Business Process Outsourcing company in Colombo 2 providing its services to companies in Scandinavian countries mainly in Norway and Malaysia using online programs.

Job Profile:

- Data verification and data entry for a foreign client base

Candidate Profile:

- Good academic background (GCE (O/L) and GCE (A/L))
- Ability to work with English language
- Able to work in high paced environment and in a team
- Computer literacy, precision and attention to detail
- School leavers are encouraged to apply
- Age below 26 years
- Willing to work according to the Malaysian calendar
- Working hours -Monday to Friday 6.30 am to 3.30 pm

What we will provide:

- An international working environment offering excellent learning experiences
- Competitive and attractive remuneration

Please forward CV and Job application to hr@pro-account.lk
Application deadline: 31st August 2024
Please mention your salary expectation in the body of the email

ProAccount
LANKA LTD