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Full-Time Vacancies for Accounts Executives

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Position Overview

The Accountant Executive will provide essential support in the financial operations of the company, assisting with day-to-day accounting tasks, financial record maintenance, and reporting. The role will focus on ensuring accurate financial records and supporting the finance team with general ledger management, reconciliations, and data entry.

Key Responsibilities

- Daily Financial Transactions.
- General Ledger Maintenance.
- Financial Reporting.
- Accounts Payable and Receivable.
- Payroll Assistance
- Data Management
- Support for Financial Audits.

Working Hours

- Work adaptability in Australian time (5.am to 1.00pm)
- Workings days - Monday to Friday
- Location - Panadura

Qualifications & Skills

- Bachelor's degree in accounting, Finance, or related field.
- Part qualification in professional accounting bodies such as CIMA, ACCA, or CA Sri Lanka.
- Proficiency in accounting software (Xero, QuickBooks)
- Strong analytical skills and attention to detail.
- Excellent communication skills, both verbal and written.
- Ability to work effectively within a team and meet deadlines.

Benefits

- Competitive salary and benefits package.
- Opportunities for professional development and growth



Forward your resume to
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