



Join the Fastest Growing Retail Chain in the Country

Softlogic Retail (Pvt) Ltd., a fully owned subsidiary of Softlogic Holdings PLC, is the fastest growing retail chain. Softlogic's extensive retail and distribution network has made it a natural choice for customers in Sri Lanka. Softlogic Retail, has an enviable range of various international brands in its portfolio.

ACCOUNTS EXECUTIVE

Key Tasks and Responsibilities

- Handling the employee security deposit process
- Preparation of legal documents related to showroom requirements
- Coordinate with the legal team for legal activities of showroom
- Provide the details requested by the Internal Audit Department
- Preparation of employee security deposit calculation
- Reconcile the GL accounts allocated by supervision
- Preparation the monthly commission of Showroom Manager

Required Skills and Competencies

- Partly qualified in ICASL/ CIMA/ ACCA
- A degree in accounting, finance will be an add advantage
- 2 years above working experience
- Must be computer literate in MS Office Package / ERP System/ Accounting Packages
- Should be a self – motivator who can work with minimum supervision and ability to work in a flexy working environment
- Should be a person who has a can – do attitude and positive mind
- Should be able to work with multiple operative functions to support the entire team

For those who are interested, please forward your CV with details of two non-related referees to careers@softlogic.lk

Please state the position applied for on the subject line of the email.

