

# Sethma Hospitals

<https://sethmahospitals.lk/job/accounts-assistant/>

## Accounts Assistant

### The Person

- Passed G.C.E. A/L in commerce streams.
- AAT qualified or Chartered 1st stage completed or CIMA 1st stage completed or similar qualification.
- Experience at least one year as an accounts assistant, Management Trainee.
- Ability to maintain QuickBooks Accounting package will be a value-added point.
- Good Communication skills.
- Teamwork ability.
- Computer literacy in Microsoft Office.
- Age below 35.

### Job Benefits

Attractive remuneration package, other benefits and career advancement await of the right candidate.

Please email your CV along with contact details of two non-related referees within 7 working days to **recruitment@sethmahospitals.com**

The company will correspond only with shortlisted candidates.

### Employment Type

Full-time

### Date posted

March 3, 2025

### Valid through

11.03.2025