



## ENTER THE REWARDING WORLD OF INSURANCE!

We, People's Insurance PLC is a fast growing business entity in the insurance sector, achieving benchmark industry standards with high profitability and serving a premier portfolio of customers. In order to strengthen the growth and stability, the Company is in search of a purpose-driven dynamic person who could further build upon the hard-earned reputation of reliability, trust and unparalleled service by passionately working towards meeting the objectives of finance functions.

### **Junior Executive –Finance** **Location- Head Office**

#### **Responsibilities**

- Assist to prepare monthly management accounts and variance analysis reports against Company Budgets.
- Assist to prepare quarterly financial statements.
- Ensure month-end GL closure and completion of all the balance sheet GL reconciliations before the deadline.
- Preparation of profit centre wise profitability report.
- Handle the petty cash expenses and Company credit card transactions.
- Maintain the reinsurance receivable and payable schedule.
- Arrange the local and foreign reinsurance and vendor payments
- Prepare regular and ad-hoc group financial reports.
- Providing analytical and management information as requested by management.
- Assist in the preparation of periodic statutory and regulatory reporting to Insurance Regulatory Commission of Sri Lanka (IRCL) including RBC returns, Central Bank of Sri Lanka (CBSL) and other Government bodies.
- Assisting in the daily operations of the Finance department.

#### **Applicants should possess the following**

- Bachelor degree in Finance/ Accountancy/ Economics from a recognized University and part qualification in CA/ CIMA/ ACCA or any other recognised professional body.
- Strong technical knowledge on accounting standards.
- Highly analytical mind, with strong attention to detail and ability to work accurately under tight deadlines.
- Proficient in using financial systems, software, and tools.
- Excellent communication and interpersonal skills.
- Fair understanding of the regulatory framework and guidelines.
- Minimum 3 years' experience in the auditing or commercial sector.
- Strong Proficiency in Windows and Microsoft Office applications (Excel, Word and Power point).

An attractive remuneration package together with the opportunity for further advancement in a team-driven business scenario awaits the selected candidate.

If the above position interests you and if you feel that you have it in you to meet these expectations, please forward a complete resume with contact details of two non-related referees within 10 days of this advertisement to the following address.

Only those who possess the above qualifications should apply.  
Email : [careerspeoplesinsurance@plc.lk](mailto:careerspeoplesinsurance@plc.lk)

(Please quote “**Junior Executive-Finance**” as the subject of the e-mail)

A member of People's group

