

LANKA ELECTRICITY COMPANY (PRIVATE) LIMITED

Employment Opportunities

Lanka Electricity Company (Private) Limited, a distribution utility in Sri Lanka which has Seven Branches covering operational areas of the coastal belt of the Island from Negombo to Galle serving over 650,000 consumers and has a workforce of 1500 employees is seeking qualified personnel on contract basis for the following posts to be engaged in the power system strengthening and renewable energy integration project under ADB fund.

1. Project Accountant - (01 Vacancy)

Educational & Professional Qualifications	<ol style="list-style-type: none"> Associate Membership of the Institute of Chartered Accountants (CA), Sri Lanka OR; Membership of Chartered Institute of Management Accountants (CIMA), UK OR; Membership of Association of Chartered Certified Accountants (ACCA), UK OR; Degree in Accountancy / Finance / B.Com/ Business Management Degree from UGC approved University and Intermediate Exam of CA/ CIMA/ ACCA
Experience	<ul style="list-style-type: none"> Five (05) years of post-qualifying experience in Accountancy / Audit field at executive level in an organization with more than 100 employees. This experience is similar to Accounts Executive post. Professional experience in government or private sector project Accounting, including hands on experience in Project Financing, Auditing, Insurance policies, LC handling, standard contract terms and the billing process and experience working in at least one of the following sectors: power, telecom, environmental infrastructure, water & wastewater and transport will be considered as a value - added qualification.
Other Qualifications	<ul style="list-style-type: none"> Exceptional oral and written communication skills in English Strong ability to collaborate within a team to meet tight deadlines in a dynamic environment Self-motivated with the ability to work independently, take initiative, set priorities and successfully complete projects.

2. Project Assistant and Administrative Officer - (01 Vacancy)

Educational & Professional Qualifications	Bachelor's Degree or Equivalent
Experience	<ul style="list-style-type: none"> At least 02 years specialized experience relevant to the position OR At least 04 years of relevant professional experience in government or private sector including hands on experience in project assistance and project administration. Experience working in at least one of the following sectors: education, power, telecom, environmental infrastructure, water & wastewater and transport
Other Qualifications	<ul style="list-style-type: none"> Excellent oral and written communication skills in English. Excellent report reviewing skills and following standards and guidelines. Ability to work as a team to meet tight deadlines in dynamic environment. Ability to work independently, take initiative, set priorities and see projects through to completion. Ability to manage multiple tasks efficiently, maintain accurate records and ensure smooth project operations. Assisting in procurement and other documentation related to project administration. Drafting correspondence, preparing reports and maintaining clear documentation for project updates.

3. Social & Environmental Officer - (01 Vacancy)

Educational & Professional Qualifications	Bachelor's Degree or equivalent in Biological Science, Environmental Science / Management, Social Science / Management, Applied Science or any other related field from a recognized University
Experience	<ul style="list-style-type: none"> At least 03 years specialized experience relevant to the position OR At least 06 years of relevant professional experience in government or private sector projects in the field of environment, energy and social safeguard OR Experience working in at least one of the following sectors: power, telecom, environmental, infrastructure, water & waste water and transport.
Other Qualifications	<ul style="list-style-type: none"> Ability to deliver technical services related to Environmental impact Assessment & Monitoring, suggesting and implementing mitigation measures as per the national and international guidelines. Ability to handle project environmental and social safeguard related activities. Ability to work as a team to meet tight deadlines in dynamic project environment Ability to analyze and resolve implementation problems related to environmental and social safeguard in an effective manner. Good public relation skills. Computer Literacy. Ability to communicate effectively. High level of proficiency in written and spoken English.

4. Accounts Assistant - (01 Vacancy)

Education & Professional Qualifications	G.C.E. (A/L) three subjects in one sitting
Experience	<ol style="list-style-type: none"> One of the following qualifications <ol style="list-style-type: none"> Operational Level CIMA OR HND (Accountancy) 02nd Year OR Applied Level - ACCA OR Business Level (1st) Exam -CA Sri Lanka OR Final Exam of Institute of Book Keepers (UK) OR Final Exam of AAT OR Final Exam of CMA Sri Lanka AND Five (05) years of post-qualifying experience in Accountancy / Audit field at executive level in an organization with more than 100 employees.
Other Qualifications	<ul style="list-style-type: none"> Excellent knowledge of accounting standards, principles and best practices. Excellent communication skills both in English and mother tongue. Ability to work under pressure and meet deadlines. Strong analytical skills, problem solving skills and team work etc.

General Considerations:

The selected candidates are appointed for a contract period of 02 years

A competitive and a comprehensive remuneration package will be offered to the selected candidate based on the selected individual's qualifications and experience.

Lanka Electricity Company seeks to ensure that everyone is treated with respect and given equal opportunities to work in an inclusive environment. LECO encourages all qualified candidates to apply regardless of their racial, ethnic, religious and cultural background, gender, sexual orientation or disabilities.

Please forward your detailed Curriculum Vitae with copies of certificates together with names, addresses and contact telephone numbers of two non-related referees to reach the undersigned on or before **22nd March 2025**.

The post applied for should be clearly stated on your curriculum vitae and on the top left hand corner of the Envelope.



Additional General Manager
Human Resources & Administration
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