

RICHARD PIERIS FINANCE



Richard Pieris Finance Ltd is among the top fastest growing financial service providers in Sri Lanka which offers of financial services to diversified market segment through a dynamic and proactive workforce. It is a fully owned subsidiary and the only financial company owned by the prestigious Richard Pieris and Company PLC (ARPICO Group) which is one of the largest conglomerates in the country and also a household brand that spans over 90 years.

We are on the lookout for enthusiastic, dynamic and hardworking individuals to be a part of our team for below mentioned position.

OFFICER - CASH OPERATIONS

Location - Head Office, Galle, Kurunegala

The selected candidate will be responsible for,

- Managing and balancing branch cash and petty cash on daily basis including system and physical cash balance.
- Preparing of reports on cash and check balances.
- Ensuring that all financial and administrative procedures are followed promptly.
- Ensuring of receipts issued to customers after receiving the deposit given by the depositors.
- Maintaining a filing system for all finance related activities/documentation of the branch.
- Maintain secure key records.

The ideal candidate should possess:

- Minimum of 1-2 years' of work experience in similar capacity in a bank/financial institution is preferred.
- Good communication, negotiation and interpersonal skills.
- IT literacy.
- Should be methodical, result oriented and should possess the capability of delivering under stipulated deadlines, whilst maintaining high level of integrity and supervisor customer service.

An attractive remuneration package awaits the right candidate

If you are the best fit for this position, send your CV with the job title in the subject heading within 7 days of this advertisement to,

careers@rpcfinance.com