

V A C A N C I E S

We are a leading establishment engaged in the spheres of sports, and wellness. Since inception in 1969 we have regularly focused on customer care and sustainable personality development. Sports and wellness blend together to produce a dynamic and healthy workforce for the country which can contribute immensely for the economic progress.

Due to the streamlining and expansion drive undertaken by the company we are looking forward to team up with potential candidates who suit following job opportunities.

Accountant

- * To be in charge of accounting function
- * Maintaining control systems
- * Stock control
- * Preparation of reports
- * Final accounts not expected., should be closely coordinated with auditors
- * Apply for government tenders and follow up
- * Import related documentation

Assistant accountant

- * Maintain records and report to the accountant
- * Prepare bank reconciliations and other management reports with the guidance of accountant
- * Employee salary preparation, EPF and ETF and other worker related obligations
- * VAT, income tax, PAYE matters and reports preparation
- * Supporting accountant and sales staff regarding necessary information
 - * cheque preparation, maintaining supplier bills and customer invoices

Sales executive

- * Attending to orders placed
- * Making sure timely delivery
- * Maintaining excellent rapport with customers
- * Obtaining necessary feedback and attending to customer inquiries
- * Supervising tender procedures collecting payments

Sales representative

- * Be guided by sales targets
- * Customer care
- * Attending to after sales service
- * Work closely with stock management

Management trainees

Preferably school leavers

- * Training in all aspects of the company processes

Please E-mail your CV to: sales@bansons.lk

WALKING INTERVIEWS Call: 077 790 1789
Fridays & Saturdays 10.00AM - 2.30 PM

BANDARA & SONS SPORTS CO

No.51, Mahindu Mawatha Colombo 12.

Tel: 011 2 333 5136 / 7, 011 244 7770

Join Sri Lanka's Largest Fitness Equipment Gallery

BANSONSTM
FITNESS SINCE 1965

Brand Center: No.141/A, High Level Rd., NUGEGODA
Showrooms: Pettah, Borella, Nugegoda & Kiribathgoda

www.bansons.lk

