

Join the Best for a Journey of Excellence

If you are looking for a career that will help you stand tall, join People's Leasing & Finance PLC (PLC) and fulfill or unleash your potential to change your world. PLC is a public quoted company with enduring vision on being a vibrant award winning financial service provider and a superior player in the last 3 decades of non – banking financial service landscape. PLC is spreading its wings across more than 100 Branches island wide.

Whether you want a career that could take you to the top or to be a game changer or simply take you in an exciting new direction, PLC provides opportunities, support and rewards that would push you towards greater heights. Today, people's Leasing & Finance PLC is also a formidable group of 6 subsidiary companies comprising of People's Insurance PLC, People's Leasing Fleet Management Limited, People's Leasing Property Development Limited, People's Micro Commerce Limited and People's Leasing Havelock Properties Ltd and Alliance Finance in Bangladesh. We are also driven by a performance culture with an unmatched level of quality and integrity by ethical business practices. Hence our brand reputation is held in high esteem. Also Company has been rated A(lka):Out look (Stable) by Fitch Ratings Lanka Limited.

Audit Assistant

Role Profile

The selected candidate will be responsible for routine administrative tasks and operational support to the Internal Audit Department. The role includes assisting in report compilation, coordinating with branches and departments for management responses, maintaining audit documentation and schedules, and supporting basic data analysis activities.

Key Responsibilities

- Assist in the preparation and compilation of internal audit reports.
- Coordinate with departments to obtain management responses and ensure timely finalization of audit reports.
- Support audit review processes and maintain related documentation.
- Generate and distribute Tableau-based management reports.
- Maintain audit schedules and monitor timely execution of assignments.
- Handle routine administrative duties of the department.

Candidate Profile

- Successfully passed G.C.E. Advanced Level examinations.
- Preferably pursuing CA Sri Lanka / AAT Sri Lanka or similar professional qualification.
- Strong organizational and time management skills.
- Attention to detail and accuracy.
- Proficiency in MS Office applications (Excel & Word).
- Willingness to learn systems such as Tableau.
- Good communication and coordination skills.

"Successful Candidate will be provided with an attractive remuneration package and fringe benefits commensurate with benchmarked institutions."

Any form of canvassing will be regarded as a disqualification

Applicants are invited to submit comprehensive curriculum vitae with names of two non – related referees, copies of relevant certificates along with a passport size photograph to the address given below on or before **17th May 2026**.

Application should be sent to:

Head of HR,
People's Leasing & Finance PLC,
No.1161, Maradana Road, Colombo 08.
Web: www.plc.lk | E-mail – careers@plc.lk
We will correspond only with applicants shorts listed for interview.



**PEOPLE'S
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THE TRUSTED LEADER