

Fintrex Finance Limited is a Non-Bank Financial Institution (NBFI) regulated by Monetary Board of the Central Bank of Sri Lanka under the Finance Business Act No.42 of 2011. The company is backed by a consortium of world class investors including global insurance giant Fairfax Holdings along with MAS and Hirdaramani Group.

## ASSISTANT MANAGER - VEHICLE YARD (Location - Kelaniya)

As the Assistant Manager - Yard, you are required to Ensure proper inventory management processes and procedures are followed by the yard. You will be directly reporting to Assistant General Manager - Recoveries and Portfolio Management and joining a team of experienced professionals in the field of Non - Banking and Finance Industry and will pave your way for a mutually beneficial career within the Company.

### The Job Role

- Ensure proper inventory management processes and procedures are followed by the yard.
- Facilitate yard sales, promotions, tenders and auctions being carried out to achieve set objectives
- Ensure the accuracy and timely preparation, processing, and distribution of all necessary operational reports and records on vehicle stock.
- Identify vehicles maintenance needs and initiate the repair process as needed
- Attend on sales inquiries and assist clients in selecting suitable vehicles that suit their specifications and preference.
- Oversee and direct the yard organization, maintenance, and upkeep to ensure the vehicle yard is well maintained.
- Monitor employee compliance and take immediate corrective actions when non-compliance occurs

### Experience / Qualifications / Skills

- Minimum Four (4) years of yard operation management experience
- Computer Proficiency (MS Office Suite)
- Excellent communication skills - verbal and written
- Excellent customer service skills
- Have a valid driver's license

**An attractive remuneration and fringe benefits with excellent prospects for career advancements awaits the successful candidate.**

Candidates are invited to send their detailed CVs to [careers@fintrexfinance.com](mailto:careers@fintrexfinance.com) or by post with the contact details of two non-related referees, to reach us within 14 days of this advertisement. Please mention the post applied for on the top left corner of the envelope or in the subject line of the e-mail.

Head of Human Resources & Administration,  
**Fintrex Finance Limited,**  
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