

Job Description:

- Preparation of Financial Statements of Subsidiary Companies and assist in preparation of Financial Statement of Holding Company under Ind-AS and Schedule III;
- Preparation of Tax Audit Reports;
- Maintaining Fixed Assets Register and Depreciation as per Companies Act;
- Monthly Accounts Closing in SAP- Balance Sheet & Profit & Loss Account
- Vendor ledger scrutiny
- Monthly clearing of various Vendor and GL Accounts
- Availing input tax credit under GST under regular and ISD registration and payment of GST under RCM;'
- Maintaining various MIS and budgets at the Organisation level
- Coordinating with Corporate Team for various F&A and purchase related matters
- Coordinate with Internal Auditors and other auditors from time to time
- Any other job assigned from time to time

Position: Senior Officer (Accounts)

Eligibility Criteria: Qualified CMA

Annual CTC: 5.5 Lacs – 6 Lacs.

Place of Posting: Kalinganagar, Odisha

No. of vacancies: 2