

Here is a comprehensive job description for an Accounts position in the automobile industry:

# Job Title: Accountant (Automobile Industry)

# Reports to: Chief Finance Officer

# Job Summary:

The Accountant will be responsible for managing and analyzing financial transactions, accounts, and records for the automobile industry. This includes preparing financial statements, managing accounts payable and accounts receivable, and ensuring compliance with accounting standards and regulatory requirements.

# Key Responsibilities:

1. Financial Statement Preparation: Prepare and analyze financial statements, including balance sheets, income statements, and cash flow statements.
2. Accounts Payable and Accounts Receivable: Manage accounts payable and accounts receivable, including processing invoices, payments, and credit memos.
3. Financial Analysis: Perform financial analysis, including ratio analysis, trend analysis, and variance analysis, to support business decisions.
4. Budgeting and Forecasting: Assist with budgeting and forecasting activities, including developing financial projections and identifying areas for cost reduction.
5. Compliance and Regulatory Requirements: Ensure compliance with accounting standards, regulatory requirements, and industry-specific regulations.
6. Internal Control: Implement and maintain internal controls to ensure accurate and timely financial reporting.
7. Financial Reporting: Prepare and provide regular financial reports to management, including financial statements, budget variance reports, and key performance indicators (KPIs).
8. Audit and Compliance: Assist with internal and external audits, including preparing audit schedules, responding to audit inquiries, and implementing audit recommendations.

#### # Requirements:

1. Education: CMA or Bachelor's degree in Accounting
2. Experience: 2-5 years of experience in accounting or related field, preferably in the automobile industry.
3. Skills: Strong analytical and problem-solving skills, attention to detail, and excellent communication and organizational skills.
4. Software: Proficiency in accounting software, such as SAP or Oracle, and experience with financial planning and analysis software.
5. Certifications: Certified Public Accountant (CPA) or Certified Management Accountant (CMA) certification preferred.

#### # Industry-Specific Requirements:

1. Automobile Industry Knowledge: Knowledge of the automobile industry, including industry-specific accounting and regulatory requirements.
2. Familiarity with Automotive Accounting Standards: Familiarity with automotive accounting standards, including those related to warranty, inventory, and depreciation.

#### # What We Offer:

1. Competitive Salary: Competitive salary range based on experience.
2. Benefits: Comprehensive benefits package, including health, dental, and vision insurance.
3. Opportunities for Growth: Opportunities for professional growth and development in the automobile industry.
4. Dynamic Work Environment: Collaborative and dynamic work environment.

If you are a detail-oriented and analytical individual with a passion for accounting and the automobile industry, please submit your application, including your resume and cover letter.

**No. of vacancies (tentative) – 06**

**CTC 5-6 LPA**