

Job Title: Tax Consultant – Indirect Tax

Job Description:

We are seeking a qualified Cost & Management Accountant to join our team as a Tax Consultant – Indirect Tax. The ideal candidate will be responsible for ensuring compliance with GST regulations, conducting impact analyses on various construction projects, and coordinating with clients to gather necessary data. Additionally, the candidate will handle tasks such as GST audits, assessment of indirect tax impacts, ROC filings, accounting, and income tax filing.

Job Type: Full-time

Salary: ₹35,000.00 - ₹90,000.00 per month (CTC)

Schedule: Day shift

Location: Patna, Bihar

Qualifications:

- Cost & Management Accountant
- Minimum of 2 years of relevant work experience
- Excellent communication skills in English
- Expert knowledge of MS Excel, Word, and PowerPoint

Responsibilities:

- Ensure compliance with GST regulations and timely filing of GST returns
- Conduct GST impact analyses on various construction projects
- Coordinate with clients to collect required data for tax purposes
- Perform GST audits and assessments of indirect tax impacts
- Handle ROC filings, accounting tasks, and income tax filings
- Prepare reports and presentations using MS Office tools

Employment contract Period:

Initially for a period of 2 years from the date of signing of the employment agreement and further extendable based on satisfactory performance.