

## Job Description

- a. Analysis and processing of financial and cost information to best present the merits of the investigation, including analysis of manner of preparation of costing and allocation and apportionment of expenses, analysis of financial statements and cost audit reports.
- b. Compilation, processing and presentation of financial and cost information for the purpose of filing applications for imposition of trade remedial investigations.
- c. Analysis of imports and exports data of various commodities from various sources, with respect of the matter being handled.
- d. Examination of financial information provided by opposing parties.
- e. Interacting with government officials to explain the facts of the case, the manner of preparation of data and the need for imposition of duties.
- f. Offering verification of the information provided, at the clients' premises, virtually, as well as desk verification at government offices.
- g. Analyzing the submissions filed by other interested parties, and assisting in preparation of rebuttals to such submissions.
- h. Undertaking visits to plant, if necessary, as a part of verification and to understand the product.
- i. Undertaking client visits, in order to assist in preparation of information required for making submissions.
- j. Explaining documentation requirements to clients and ensuring all procedural requirements of an investigation are complied with.
- k. Preparation of data required to be furnished in response to exporters' questionnaire, importers' questionnaire when representing parties facing trade remedial investigations, in India and outside India.
- l. Undertaking calculations of potential dumping margin or subsidy margin, when representing exporters.

Name of the position	:	Consultant
Eligibility criteria	:	CMA with excellent command over Excel.
CTC p.a.	:	9 to 12 Lacs per annum
Job location	:	Saket, South Delhi
No. of vacancies (tentative)-	:	3 to 5