

- Prepare MIS for project tracking such as cost to completion, project spent, sub contract reconciliations etc.
- Assist in processing vendor/contractor invoices and ensuring on-time payments.
- Provide support for customer invoice processing and monitoring outstanding collections.
- Participate in month and quarter close activities and reporting activities including provisioning, prepaid expenses, and reconciliations.
- Prepare various reconciliations, such as vendor, customer, bank and project related.
- Perform contract review, prepare checklists, and apply critical thinking to ensure revenue recognition in compliance with IND AS.
- Monitor budget vs. actual expenses and prepare MIS.
- Assist in the creation of financial reports for management.
- Provide support during internal or external audits.
- Assist in ensuring compliance with GST and TDS etc.
- Learn and work with SAP Hana for data analysis and reporting.

CTC:-

Components Type	Monthly (INR)	Annually (INR)
Basic Pay	16667	200000
House Rent Allowance	8333	100000
Statutory Bonus	2486	29837
Special Allowance	12380	148563
Total - Monthly Earning	39866	478400
Employer PF	1800	21600
Employer ESIC	0	0
Total - Statutory Deduction	1800	21600
Total Fixed CTC	41666	500000