

ADVERTISEMENT FOR THE POST OF MANAGER ACCOUNTS

BUSINESS UNIT	Finance & Accounts
JOB TITLE	Manager Accounts
REPORTING TO	Chief Financial Officer
LOCATION	Mumbai
PROFILE	<p>Preferred Qualification: Should be a CA(Inter)with knowledge of Tally, MS Office,graphics etc. Should be computer savvy.</p> <p>Work Experience: 3-4 years experiencein a CA firm or any organization handling work of diversified nature.</p>
REMUNERATION	As per Industry
AGE(UPPER LIMIT)	40 years(as on 1 st January,2017)
KEY REQUIREMENT	<ul style="list-style-type: none"> • Expertise Knowledge of Indian Accounting Standards and GAAP is a must. • Ensure maintenance of appropriate financial procedure. • Expertise Knowledge of taxes such as Income tax,TDS, Service Tax, Profession tax & wealth tax is must. • Expertise in Preparation of MIS for information to management.
JOB DESCRIPTION	<ul style="list-style-type: none"> • Overall Supervision of accounting functions including preparation of audit manuals,monitoring of income & expenditure,follow ups of recovery,internal audit,liaisoning with CAG and complying with the requirements etc. • Develop tools and system to provide critical financial and operational information to the top managements and make actionable recommendation on both strategy & operations • Assist in establishing yearly objectives and meeting agendas. • Oversee financial strategies and activities as well as banking relationship. • Oversee cash flow planning and ensure availability of funds as needed. • Ensure maintenance of appropriate internal controls and financial procedures. • Ensure Legal & regulatory compliance regarding accounting functions. • Preparation of Final accounts of the company on quarterly basis.
Last Date of Submitting Application	The Interested candidate may send their CVs at afcl@vsnl.com ,latest by 16 th January,2017.