



Job Description

Chartered Accountant

About the Job:

We are seeking a highly skilled and motivated CA with minimum 4 years post qualification experience to join our team. In this role, you will be responsible for managing various financial aspects of the company, ensuring accurate and compliant financial operations. Your expertise in GST, TDS, and balance sheet finalization will be crucial in maintaining our financial records and facilitating decision-making processes.

Key Responsibilities:

- Ensure timely and accurate preparation and filing of GST returns.
- Handle TDS compliance, including deduction, remittance, and timely filing of TDS returns.
- Lead the process of balance sheet finalization, ensuring accuracy and adherence to accounting standards.
- Analyze financial statements and make recommendations for improvement and optimization.
- Prepare accurate and comprehensive financial reports, including profit and loss statements, balance sheets, and cash flow statements.
- Assist in generating financial data for management reporting and decision-making.
- Coordinate with internal and external auditors during financial audits.
- Ensure compliance with all relevant financial regulations and standards.
- Conduct in-depth financial analysis to identify trends, variances, and opportunities for cost savings or revenue enhancement.
- Provide insights to management to support strategic planning and decision-making.
- Continuously assess and improve accounting and financial processes to enhance efficiency and accuracy.
- Collaborate with cross-functional teams, including finance, legal, and operations, to ensure accurate financial data exchange and alignment of goals.
- Stay updated with the latest developments in GST, TDS, and accounting standards.

Requirements:

- Qualified Chartered Accountant (CA) with minimum 4 years relevant experience.
- Strong expertise in GST, TDS, and balance sheet finalization.
- Proficiency in financial accounting software (Ginesys) and MS Excel.
- Excellent attention to detail and analytical skills.
- Effective communication and interpersonal abilities.
- Ability to work independently and manage deadlines effectively.