



PR/109109 | Manager- Finance and Accounts

Job Information

Recruiter

JAC Recruitment India

Job ID

1541854

Industry

Other (Manufacturing)

Job Type

Permanent Full-time

Location

India

Salary

Negotiable, based on experience

Refreshed

May 20th, 2025 13:55

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

Business Level

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Job Title: Manager- Finance and Accounts

Location: Kolar

- Oversee daily accounting, vendor payments, and bank interactions.
- Review bank reconciliation statements (BRS) and fund availability.
- Manage advance custom duty payments and project capitalization.
- Create and implement Standard Operating Procedures (SOPs).
- Conduct education sessions on company policies and tax law updates.
- Review Risk Control Matrix (RCM) and enhance internal controls.
- Plan internal audits and present key audit highlights to management.
- Ensure timely payment of taxes and filing of returns (GST & TDS).
- Support annual GST returns filing and manage tax refunds.
- File Annual Survey of Industries (ASI) returns.
- Handle internal/external audits and address audit observations.
- Prepare action plans for monthly closure and ensure timely submissions.

- Conduct monthly physical inventory audits and variance analysis.
- Prepare IGAAP financials and coordinate with external auditors.
- Analyze purchase price variance, BOM consumption, and inventory status.
- Prepare IFRS packages and management reports for BCI Japan.

Requirements:

- Proven experience in accounts and compliance roles.
- Proficiency in Webtel ERP and statutory compliance.
- Strong analytical and organizational skills.
- Excellent communication and coordination abilities.

Company Description