



PR/110455 | Manager- Accounts {Gurgaon}

募集職種

人材紹介会社

ジェイエイシーリクルートメントインド

求人ID

1599545

業種

小売

雇用形態

正社員

勤務地

インド

給与

経験考慮の上、応相談

更新日

2026年09月04日 16:00

応募必要条件

職務経験

6年以上

キャリアレベル

中途経験者レベル

英語レベル

ビジネス会話レベル

日本語レベル

無し

最終学歴

短大卒：準学士号

現在のビザ

日本での就労許可は必要ありません

募集要項

Accounting Operations & Financial Reporting: -

- Preparation of monthly MIS and analyzing the data to identify trends, variances and opportunities for improvement.
- Preparing financial statements, including balance sheet, income statements and cash flow statements and notes to accounts.
- Preparation of inventory reconciliation, AP reconciliation and expense reconciliation.
- Preparation of budget, forecast and financial projections.

Tax Compliance: -

- Preparation of GST tax returns like GSTR-1, GSTR-3B, GSTR-9 & 9C ensuring compliance with tax laws and regulations.
- Preparation of TDS data and depositing the same with the reconciliation of return.

Tax Matters: -

- Preparation of replies for tax matters related to GST and Income Tax and others.
- Preparation of replies for GST audit, and enquiries raised by the tax authorities.

Audits: -

- Preparation of data for statutory audit like financials, notes to accounts and accounting policies notes.
- Preparation of tax audit clauses working like 34A and 44 etc.
- Preparation of income tax return of the company with complete tax computation.

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会社説明