

Accountant: Age (25-30 Yrs) 1 post.

Qualification and experience: CA (inter)/ICWA (inter)/CMA (Inter) with 2+ years in Finance and should have knowledge of GST and Income Tax with expert knowledge in MS-excel. Candidate must have excellent communications skills & internet savvy.

Excellent communication skills are essential

Role and Responsibilities:

- Hands on Experience Required on Income Tax and GST: Dealing with all direct & indirect tax matters, computation of taxes, preparation of returns and ensuring compliance.
- All GST Returns and compliances.
- **Expert and certified in MS-Excel.**
- Accounting and Finalization of accounts.
- The incumbent will have the responsibility of handling the day to day Accounts.
- Support in consolidation & Accounts finalization in accordance with IND-AS. Financial Budgeting, Preparation of Quarterly / Annual Financial Results.
- Ensure Statutory Compliance and Audit Compliance for all tax related transactions.
- Liaison with statutory auditors and ensure completion of audits within agreed timelines.
- Monthly MIS reporting to top management.
- Check the management of company's financial accounting, monitoring and reporting systems.
- Assists in reconciling financial discrepancies by collecting and analyzing account information.
- Ensure security of financial information by completing data base backups.
- Accumulated with different software.
- Internet Acumen.
- Any other matter as may be required.

Annual CTC: Upto 5.0 Lacs.

Kindly share Updated resume with current CTC, expected CTC and Notice Period at info@nixi.in