

JD of Manager (Accounts & Finance)

Pristine Logistics & Infraprojects Pvt. Ltd

Job Title: Manager-Accounts & Finance	Reporting Authority: Sr. GM- Finance
Location: Delhi	Job Function: Accounts & finance

Key responsibilities

- Day –to-day accounting and finance functions. Interface between Accounts Executives & Sr. Management of Finance & Accounts.
- Statutory compliances.
- Banking and Fund Management.
- Monthly Closing of accounts and preparation of MIS, P&L, Balance sheets etc
- Tax compliances under Income Tax, Service Tax & Sales Tax/Vat
- Good Knowledge of Excel and Tally
- Any other Functions assigned by Management from time to time

Qualification criteria:

- CA with around 3-5 years' experience in banking, fund management, taxation and accounting.
- CA inter with 6-8 years.
- CS qualification will be an added advantage.
- Preparedness for GST Regime

Kindly Submit Your CV at: hr.del@pristinelogistics.com