

Designation – Consultant - Finance

Job description –

1. Finalization of books of account and statutory records of entities in the Group
 - a. Preparing monthly accruals by collecting and compiling data from Oracle and other reports. Accounting the same in ERP System.
 - b. Preparing the prepaid expenses details on a monthly basis and passing the accounting entries for prepaid amortization.
 - c. Trend Analysis of monthly / quarterly expense and analysing the reasons for the movement and taking corrective actions if any required on timely basis.
 - d. Preparation of balance sheet reconciliations monthly and analyse the reasons for the movement.
 - e. Doing ledger scrutiny for monthly/quarterly/annual accounts and correction entries into Oracle
 - f. Co-ordination with the various stake holders within and outside finance for timely closure of books of accounts on monthly, quarterly, and annual basis
 - g. Raising invoices for the Related party transactions
 - h. Any other work/assignment/job given from time to time which are not listed above
 - i. Prepares special financial reports by collecting, analysing, and summarizing account information and trends.
2. MIS, Financial Statements & Audit:
 - a. Expense management - review and escalation of exceptions.
 - b. Accounting and process controls around
 - c. Analysis of Cost Vs Benefit on Major expenses spends
 - d. Active participation on budgeting exercise.
 - e. Continuously strive for the Process improvisation.
 - f. Co-ordinations with internal and Statutory Auditor. Statutory audit (quarterly and Annual) completion as per timelines advised by management
3. Regulatory and Statutory compliances:
 - a. Working knowledge of Ind AS, compliance and disclosure requirement.
 - b. Knowledge of USGAAP Accounting Standards is an added advantage.

Number of positions – 10

Location – Chennai and Hyderabad

CTC – 9 LPA