

## **Post-Executive Trainee (Finance)**

No of Post-05(Five)

**CTC-10.5 Lakhs (Approx)**

**Job Description-** The incumbent will have to handle job functions like Finalization of quarterly, half yearly and annual accounts, Project Accounts, Management Information System, Direct Taxation and Indirect Taxation, Internal Audit, Capital Budgeting and Revenue Budgeting, Account Payable, Account Receivables, Project Monitoring, Liaison with Central and State Government Agencies, Costing, Pay Roll, Dealing with External Auditors, Internal Auditors and CAG, Evaluation of large commercial project, Negotiation with Banks/financial Institutions, Treasury Function including cash management, Insurance, ERP/SAP and such other matters as assigned by Superiors/HOD from time to time.