



G.T. JAYANTI AGROCHEM (INDIA) PRIVATE LIMITED

"Akshaya 36 Carat", Property A-12, 1st Floor,
#950 Poonamallee High Road, Chennai 600 084
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JOB VACANCY MANAGER – FINANCE & ACCOUNTS

Job Title:	Manager - Accounting & Finance (1 Position)
Location:	Chennai, Tamil Nadu
Qualification	Chartered Accountant
CTC	As per Industry Standards
Experience:	6-8 years of experience in heading Accounts & Finance of FMCG / Whole Sale Industry
Contact Details	Profiles to be sent to rohit@gtjayantigroup.com Shortlisted candidates shall be called for an interview Company Info – www.gtjayantigroup.com

Job Summary

- ❖ The candidate is expected to head the Finance & Accounts Team, play role of CFO
- ❖ Should possess broad functional knowledge in handling end to end of all the areas of accounting and finance.
- ❖ Should have experience in the same role for at least 6 years
- ❖ Additional preference shall be given for the candidate from Wholesale & Retail with Import & Export Experience

Job Description

ROLE AND RESPONSIBILITIES

- ❖ To head the Accounting & Finance team & report to the Management.
- ❖ To manage various branches & group companies' books of accounts upto finalization stages.
- ❖ To coordinate with all the bankers with respect to various requirements including submission of drawing power statements
- ❖ To take care of all the statutory compliances with respect to GST, Income Tax, Advance Tax, TDS & other applicable statutory laws
- ❖ To be well versed to handle all the compliances relating to Imports & Exports
- ❖ To handle / co-ordinate with external consultants with respect to various Direct & Indirect Tax Assessments, Scrutiny's

REQUIRED SKILLS AND EXPERIENCE

- ❖ Should possess abundant / in depth knowledge about handling accounts in Tally ERP environment & should be a professional to take care of all the requirements in Tally ERP Module upto finalization level.
- ❖ Should be an effective team manager to handle at least a team of 10-15 members dealing in various sections of accounting & data entry.
- ❖ Should coordinate with various branch managers / branch associates in relation to consolidation of data at HO level including finalization of accounts
- ❖ Should coordinate and provide various MIS reports to the Management & enable easing up various tasks and reports
- ❖ Excellent communication and interpersonal skills.
- ❖ Well versed in English. Excellent spoken and written skills.
- ❖ Proactive approach to problem solving.

