



Imagine making your future about helping to create a more sustainable future of the planet. That's the opportunity open to you when you join bp as a graduate.

Our purpose is to reach net zero by 2050 or sooner. We will do this by working hard to decarbonize and diversify our business, expanding electric vehicle charging points and exploring new technologies and solutions. Over the next decade, we'll become a different kind of energy company.

And that's what our global business services (GBS) organization is here to do – put digital at the heart of our business and accelerate the transformation of bp's business processes across the globe. We are business process professionals, working as a unified organization across finance, customer service, procurement, trading, HR services, tax and other functional areas to fully support BP in its global operations and aims, driving cutting-edge digital solutions and agile ways of working.

As the Global Business Services (GBS) organization continues to grow and accommodates more, it has the opportunity to deliver additional value in six core areas:

- Risk and control: Enhancing BP's business and system controls through improved governance and implementation of global process designs, systems templates and control frameworks.
- Process effectiveness: Increasing cash and working capital delivery; improved process effectiveness and reliability through delivering an accurate outcome first time.
- Process efficiency: Driving commonality of global processes and building these into standard templates to be incorporated into our ERP (Enterprise Resource Planning) systems implementations and our continuous improvement activities across operational processes.
- Quality service: Delivering enhanced customer services to the businesses we serve and BP's customers, through our well-trained, professional people.
- Capability: Developing future leaders for the organization through talent management BP and career mapping and developing deep expertise in the domain of process.
- Business Partnering : Establishing a business strong understanding and developing a professional guidance to optimize and increase the business with our stakeholders and customers

#### About the Discipline: GBS Finance – CA Industrial Trainee

Designed for undergraduate students pursuing the CA qualification, our 12–18 months industrial training programme is designed to give you maximum exposure to our GBS Finance business. You'll become part of a collaborative and inclusive workplace as you build on your technical and interpersonal skills. As a trainee, you are accountable in resolving complex issues as and when necessary, delivering finance group reporting services to the entities assigned, and support the delivery of timely and accurate statutory accounts and tax analyses while ensuring adherence to policies and procedures in the drive for exceptional customer service, operational excellence and compliance

#### What will you do?

- Ensure 100% accuracy and timeliness of group and statutory reports in accordance to agreed service levels.
- High level of familiarity with the end-to-end financial accounting process for the supported entities
- Coordinate the prompt and accurate recording of financial transactions (e.g., ledger entries, journal postings, fixed asset postings etc.) in line with relevant requirements, policies, and procedures
- Review reports generated by the ARC Account Executives to validate data and provide constructive input while ensuring submission in a timely manner if necessary
- High level of familiarity with the systems used in order to maintain and reconcile the accounts receivable system to ensure it balances correctly
- Monitor open and overdue items and communicate and follow-up accordingly with the appropriate staff.
- Liaise with other GBS internal teams to ensure that the data being entered into the ledger is accurate
- Managing the day-to-day work activities of the team and ensuring the necessary skills and experience are available to meet the challenges of a demanding and complex workload if necessary.

- In this role your primary interfaces will be with other GBS Teams and Business Partners and also external auditors.
- Resolve or further escalate any complex issues faced.

#### About you

You are passionate about reimagining energy for people and our planet, are committed and adaptable and want to make a difference. You'll have strong organizational skills and the ability to deliver results in a collaborative environment. Your agility to learn and adapt will be key along with the energy, motivation, and ownership to make the most of this fantastic opportunity. You'll be comfortable making courageous and bold decisions, have digital fluency, a keen eye for analytics and the insights they provide.

#### Eligibility criteria

- Proficient knowledge on MS Office tools- Excel, word, PPT etc.
- Have a bachelor's degree in business, Finance, Commerce/Accounting or related field.
- Must have cleared IPCC (in first attempt) and should have preferably completed 18-24 months article-ship.
- Be preparing to appear for the CA Final exam in May/Nov 2025
- Good verbal and written English language communication skills.
- Available to join us for 12-18 months (tentative start date: July
- Good communication and Interpersonal skills
- Problem Solving mindset.
- Ideation and Initiation
- Self-starter and active listener
- Open mindset

Work Location: Pune, India

To apply to this Industrial Trainee opportunity,

[https://bpinternational.wd3.myworkdayjobs.com/bpPrivateExternalCareersSite/job/India--Pune/Industrial-Trainee-Finance-GBS-India\\_RQ072966](https://bpinternational.wd3.myworkdayjobs.com/bpPrivateExternalCareersSite/job/India--Pune/Industrial-Trainee-Finance-GBS-India_RQ072966)

Applications close at midnight 28 January 2024.

*Please note that vacancies are filled on an ongoing basis after opening and we may close applications before the stated deadline. Therefore, we highly recommend you submit your application as early as possible to be considered for the opportunity of your choice.*

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