tritan GROUP
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31st December 2025

**To**
The Placement Officer
Southern India Regional Council
ICAI Bhawan, 122, Mahatma Gandhi Road,
Nungambakkam, Chennai – 600034
Tamil Nadu, India

**Subject:** Job Opening for Senior Accountant

**Dear Sir/Madam,**

We are pleased to inform you that we have an opening for the position of **Senior Accountant** at our corporate office located in Chromepet. Please find the detailed job description below for your reference:

**Job Role:** The Senior Accountant will be responsible for liaising with banks, GST reconciliations, and fixed asset reconciliation within ERP systems. This role is designed to develop future finance leaders by providing exposure to multiple functions within the finance department, enabling them to contribute to both strategic and operational financial decisions.

**Key Responsibilities:**

- **Banking Operations:** Manage correspondence with banks, including charge reviews, negotiations, and timely planning for working capital loan availment and closures.
- **Import Payment Support:** Provide assistance and support for import-related payments, ensuring compliance and timely execution.
- **Import & Export Reconciliation:** Track import and export payment reconciliations and ensure closure of all pending cases within stipulated timelines.
- **E-BRC Management:** Review and resolve pending E-BRC (Electronic Bank Realization Certificate) cases to maintain regulatory compliance.
- **Taxation & Compliance:** Assist in GST and tax reconciliations and respond promptly to GST/customs notices.
- **Fixed Asset Management:** Support regularization and reconciliation of fixed assets in ERP systems to ensure accurate reporting and compliance.

**Skills & Qualifications:**

**Education:**

- Bachelor's/Master's degree in Accounting/Finance.
- CA/CMA – Foundation/Intermediate level.

**Technical Skills:**

- Experience in Navision ERP is preferred

- Proficiency in MS Excel, PowerPoint, and MS Word.

**Soft Skills:**

- Analytical and problem-solving abilities.
- Good communication and interpersonal skills.
- High learning agility and ability to work in a fast-paced environment.
- Attention to detail and strong organizational skills.
- Integrity, professionalism, and accountability.

**Key Competencies:**

- Numerical aptitude
- Time management
- Collaboration and teamwork
- Critical thinking

**Work Environment:**

- Rotational placements across different finance teams.
- Coaching and mentorship from senior finance leaders.

**Remuneration:** As per Industry Standards

Interest candidates may send email their resume to **Jagadeesh.velan@tritanworks.com**

We sincerely thank you for your kind support and look forward to your assistance in identifying suitable candidates for this position.

**Sincerely,**
For Tritan Works Private Limited



**Authorized Signatory**