



Chartered Accountant

Posted by: HB DCSHVS

Posting date: 22-Apr-2023 **Closing date:** 15-Oct-2023

Education: Bachelor's (Preferred)

Language:

Job location:

Salary: \$30000

Years of Experience: Taxation: 5 years (Preferred)

Vacancy: 1

Job Type: Full Time

Job id:

Expired

Job description:

GNHIndia Pharmaceuticals Limited is an Indian Multinational with businesses spread across India and USA. As we at GNH prepare of IPO, we are hiring key team members to enhance our capabilities and sharpen our focus on performance and service.

With over exporters to 180 countries, over 220,000 product SKUs along with world's largest portfolio of Orphan drugs, we strive to serve the patients and healthcare works in everything we do.

We are looking for:

- ZOHO BOOKS expirience.
- Monitoring daily communications and answering any queries.
- Preparing statutory accounts.
- Ensuring payments, amounts and records are correct.
- Working with spreadsheets, sales and purchase ledgers and journals.

- Recording and filing cash transactions.
- Controlling credit and chasing debt.
- Invoice processing and filing.
- Processing expense requests for the accountant to approve.
- Bank reconciliation.
- Liaising with third party providers, clients and suppliers.
- Updating and maintaining procedural documentation.
- **Ability to work as part of a team and take direction accurately.**
- Analytical thinker and problem solver.
- Competent IT skills, particularly proficiency with spreadsheet software.
- High level of accuracy.
- Extremely organised in a manner that is easily read by others.
- Trustworthy and discreet when dealing with confidential information.
- Administrative skills.

Job Types: Full-time, Regular / Permanent

Salary: ?30,000.00 - ?50,000.00 per month

Benefits:

- Health insurance
- Leave encashment
- Paid sick time

Schedule:

- Day shift

Supplemental pay types:

- Commission pay
- Performance bonus
- Quarterly bonus
- Yearly bonus

Ability to commute/relocate:

- Mumbai, Maharashtra: Reliably commute or planning to relocate before starting work (Preferred)

Education:

- Bachelor's (Preferred)

Experience:

- Taxation: 5 years (Preferred)

License/Certification:

- Zoho books experience (Preferred)

- Health insurance

Posted on canadianjobportal.com