**Designation :** Chartered Accountant

**Location :** Pune

**Qualification :** ICAI

**Experience :** 3 – 5 years

**Job Description**

Chartered Accountants who devise financial systems, check accounting procedures, and ensure legal compliance.

**Duties and Responsibilities**

* Balance sheet preparation
* Statutory audit, external audit, TDS Audit
* Compliance and GST
* Sales/ purchase bill
* Bank receipt and Payment
* Direct & Indirect Taxation
* Statutory compliance
* Import handling and compliance
* All general accounting tasks

**Required Knowledge, Skills and Abilities**

* Analytical and problem-solving skills
* Proficient in Tally, ERP, Excel etc.
* Good communication skills