



Job Title: Chartered Accountant

Vacancies- 2 (Nos)

Location: Noida

Minimum Basic Qualification- Chartered Accountant (CA) Certification

Relevant Exp- Minimum 2 Years in a similar role

Minimum Post Qualification Exp.- 4 Yrs.

Internal Budget: Scale: Manager (E4)

Company Background:

IGL Genesis Technologies Ltd. is setting up a Gas Meter Manufacturing factory in Noida, UP. The company's products and technology are an integral part of products used in every major city gas distribution company. We are headquartered in New Delhi and a subsidiary of Indraprastha Gas Limited. Learn more at www.iglgenesis.com.

Position Overview:

The Chartered Accountant will play a critical role in overseeing the financial operations of the company, ensuring compliance with accounting standards and regulations, and providing strategic financial guidance. This position is pivotal for maintaining financial health, optimizing financial performance, and contributing to the company's long-term growth and sustainability. This also requires closures of critical issues in time bound manner.

Major Responsibilities & Key Result Areas:

1. Financial Management and Reporting:

- Ensure accurate and timely monthly, quarterly, and year-end accounts close processes.
- Develop and manage annual budgets and forecasts, providing variance analysis and insights.
- Monitor and control company expenditures to ensure alignment with budgets and financial plans.
- Implement and maintain robust financial systems, processes and internal controls. Leverage technology and software solutions to enhance financial reporting and efficiency.

2. Compliance and Audit:

- Coordinate internal and external audits, addressing any issues raised and implementing recommended improvements.
- Maintain proper documentation and records for all financial transactions to facilitate audits and compliance reviews.
- Ensuring approvals/ documentation in compliance with the approved delegation/ policies of the company.

3. Strategic Financial Planning;

- Provide financial analysis and strategic recommendations to senior management.
- Evaluate financial performance by analysing data, preparing reports, and presenting findings to stakeholders.
- Support decision-making by providing financial forecasts and risk assessments.

4. Treasury:

- Manage cash flow to ensure adequate liquidity for operational needs.
- Short term investment of surplus funds.
- Liaison with banks for foreign currency transactions and ensuring compliance with applicable Govt. and RBI regulations on forex disbursements.

5. Compliances of Direct & Indirect Taxes laws

- Timely filing of annual and periodic returns of income tax, TDS, GST etc.
- Timely closure of all type of tax assessments.

6. Plant Accounting & Costing

- Implement and maintain robust costing systems, processes and methodologies to :
 - ✓ Ascertain Unit cost of products and services for participation in competitive tenders.
 - ✓ Identify redundancies/ inefficiencies in production processes and suggest measures to remove the same.
 - ✓ Optimize operational cost effectiveness.

7. Team Leadership and Development:

- Lead and mentor the finance team, fostering a collaborative and high-performance culture.
- Identify training and development needs for team members and ensure continuous professional growth.

Preferred Skills:

- Strong analytical and problem-solving skills.
- Proficiency in accounting software (e.g., Tally, Campu Tax, tender portals).
- In-depth knowledge of **Indian Accounting Standards (Ind-AS)** and **Tax Laws**.
- Excellent communication and presentation skills.
- Ability to work under pressure and meet tight deadlines.
- Strong attention to detail and organizational skills.

If you meet these requirements and are seeking a challenging and rewarding role, please apply with your resume and cover letter. We look forward to welcoming a dedicated and skilled professional to our dynamic team. Shortlisted Applicants shall be called for an Personal Interview in New Delhi.