

Job Description			
Job Title:	Manager		
Function:	Finance - Accounting	Report to:	Chief Finance Officer - Finance - Accounting
Location:	Turbhe, Navi Mumbai	Position Type:	Full Time
About Yashraj Biotechnology Ltd:			
Yashraj Biotechnology Ltd (YBL) is a research and innovation driven, UL registered and ISO 13485:2016, ISO 9001:2015 and ISO 45001:2018 certified company, established in 1999 at Navi Mumbai, Maharashtra, India. YBL also has offices in Germany and USA.			
<p>Our Vision: Be the key player in Life Sciences – Diagnostics and drive innovation for making a Healthier World.</p>			
<p>Our Values:</p> <ul style="list-style-type: none"> • Commitment • Consistency • Fairness • Innovation • Responsible Business 			
<p>Website – www.yashraj.com - Visit our website, understand about our products. LinkedIn Profile - www.linkedin.com/company/yashraj-biotechnology-ltd/</p>			
Roles and Responsibilities			
<ul style="list-style-type: none"> ❖ To own YBL Vision, Values and Mission. 			
<p>General and Task Management</p> <ul style="list-style-type: none"> ❖ Ensuring proper maintenance of books of accounts, as per applicable Accounting Standards. ❖ Preparation of Monthly/Quarterly and Annual Financials. ❖ Filing of returns and payment of taxes related to Goods & Services Tax Act, Income Tax Act, Maharashtra Profession Tax Act, etc. ❖ Interacting with statutory auditors, internal auditors, tax auditors and GST consultants and ensuring audits/compliances are completed smoothly and within decided timelines. ❖ Preparation and revision in SOPs & Accounting Policies. ❖ Preparation and revision in Internal Financial Control (IFC) documents. ❖ Accounts Receivable and Accounts Payable management. ❖ Analyzing product costs and product pricing structures. ❖ Interacting with other departments for Budgets, Inventory, MIS reports and Variance analysis. ❖ Work alongside CFO in contributing to overall business objectives. ❖ Handling the TCS Ion software and acting as the problem solver/coordinator between the TCS Ion team and users. 			
<p>Relationship Management</p> <ul style="list-style-type: none"> ❖ Maintain co-ordial relations with banks/financial institutions/auditors/ tax departments. ❖ Should approach users from multiple departments in case of any queries/suggestions. ❖ Should be able to guide team members and improve their skill sets. 			
<ul style="list-style-type: none"> ❖ Any other activities related to smooth functioning of YBL. 			

Qualifications and Educational Requirement	
<ul style="list-style-type: none"> ❖ Qualified Chartered Accountant with minimum of 5-10 years of work experience or Semi Qualified CA or M.Com with 10 to 15 years of work experience. ❖ Age will not be constraint in deserving cases. ❖ We are gender neutral. 	
Desired Expectations	
<ul style="list-style-type: none"> ❖ An emphatic communicator with pleasant personality. 	
Desired Qualities	
<ul style="list-style-type: none"> ❖ Good people skills ❖ Adaptability ❖ Holistic Approach ❖ Integrity ❖ Smart and Hard working ❖ A Team player ❖ Delegation ❖ Analytical skills 	
Compensation	Compensation and other perquisites would not be a constraint for the right candidate
Email Id	career.ybl@yashraj.com