

Job Description

Qualified Chartered Accountant (CA)

Position Title: Qualified Chartered Accountant (CA)

Experience Required: 3+ Years

Location: Bhayander West

Job Summary:

We are seeking an experienced Chartered Accountant to manage accounting, taxation, audit, compliance, and financial reporting activities, while overseeing statutory matters and a team and working with senior management and clients.

Key Responsibilities:

- Oversee accounting, financial reporting, reconciliations, and finalization of accounts.
- Manage GST and Income Tax compliance, returns, assessments, and related matters.
- Lead Statutory Audits, including audit planning, documentation, and review.
- Handle GST Annual Returns, reconciliations, scrutiny, assessments, notices, and litigation matters.
- Review financial statements, tax computations, and statutory records for accuracy and compliance.
- Provide financial and taxation guidance to clients and senior management.
- Supervise, guide, and review the work of a 10–15 member team.
- Ensure timely completion of statutory filings and regulatory compliances

Required Skills and Qualifications:

- Qualified Chartered Accountant (CA) with 3+ years of relevant experience.
- Candidate's latest experience must be with a CA Firm.
- Strong practical knowledge of Accounting, GST, Income Tax, Taxation, and Statutory Audit.
- Hands-on experience in GST Annual Returns, scrutiny, assessments, and litigation.
- Strong understanding of accounting principles, financial reporting, and applicable accounting standards.
- Proficiency in MS Excel and accounting software such as Tally and Winman.
- Strong analytical, problem-solving, communication, and team-management skills.

