

JOB POST: CHARTERED ACCOUNTANT (CA)

JOB SUMMARY: We are looking for a qualified Chartered Accountant to manage accounting, taxation, compliance, and financial reporting activities for our organization in Chandigarh.

REQUIREMENTS & QUALIFICATIONS

- **Chartered Accountant (CA) qualification required.**
- **Minimum 1 year of experience** in Accounts, Taxation, and Compliance.
- Strong knowledge of GST, TDS, and Income Tax.
- Good knowledge of accounting principles and financial reporting.
- Good communication and analytical skills.

KEY RESPONSIBILITIES

- Handle accounting and financial activities.
- GST, TDS, and Income Tax compliance.
- Preparation and filing of GST returns.
- Finalization of accounts, P&L, and Balance Sheet.
- Handle audits and statutory compliance.
- Bank reconciliation and financial reconciliation.
- Prepare MIS and financial reports.
- Ensure timely tax and regulatory compliance.
- Coordinate with internal teams, consultants, and auditors.
- Maintain accurate financial records and documentation.

EMPLOYMENT DETAILS

EMPLOYMENT TYPE / LOCATION Full Time Chandigarh	OFFERED SALARY ₹ 40,000 / month
EXPERIENCE / QUALIFICATION REQUIREMENT Chartered Accountant (CA) qualification with a minimum of 1 year experience in Accounts, Taxation & Compliance	