



Suresh Surana & Associates LLP
Chartered Accountants

VACANCIES FOR Financial Process Outsourcing (CHENNAI)

Suresh Surana & Associates LLP is one of the leading accounting and consulting groups in India. Suresh Surana & Associates offers a range of specialized, multi-disciplinary professional services that meet the immediate as well as the long-term business needs of clients. We have a pan-India presence with offices in Mumbai, New Delhi, Bangalore, Chennai, Kolkata, Surat, Ahmedabad, and Gandhidham. We provide a range of professional services with special focus in the fields of Internal/ Management Audits, Corporate Advisory, Risk Management and Attestation. Our international affiliation and experience enables us to meet the cross border service requirements of our clients.

We are in search of young and energetic self starters with "fire in the belly" having good conceptual and analytical ability, communication skills and service orientation for carrying out value added audits using global and RSM International audit methodology.

We are looking for **Chartered Accountants** in the areas of Financial Process Outsourcing for our Chennai with 2-5 years of experience:

Job Roles and Responsibilities

- Capabilities and competencies Behavioral
- MS office Skills.

Responsibilities:

- Overall monitoring & control of day to day accounting operations.
- Liasoning with Client /RSM Partners for Client relationship, work as per SLA & achieving KRA'S.
- Liasoning with employees of the Client / Bankers / Service providers /Consultants / Auditors (Internal / External / Company Law).
- Liasoning with Internal, Statutory & Company Law Auditors.
- Supervision of work of all team members & providing continuous guidance for change of law, new amendments, case laws, IFRS etc.
- Ensuring adherence to Statutory Compliances – Direct and Indirect taxes (Ascertaining the liability, payment on time, filing returns on time, taking expert opinions as & when required etc.).
- Fund monitoring & Fund Flow Statement preparing & review.
- Assistance to Client's Senior Management in Budgeting, Review of monthly Business Plan.
- Monthly-MIS / TDS/Service tax /GST also returns as per Accompanies act, all reconciliations of statements.
- Bank statement / creditor and debtors /intercompany transactions.
- Excellent communication skills

Interested candidates should send their resumes with complete communication details to:

Suresh Surana & Associates LLP

Chartered Accountants

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