



CIN No.: U28999TN2005PTC055742
Anand Engineering Products Pvt. Ltd.
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Anand Engg		Job Description		Document
Position / Designation	ASSISTANT MANAGER / MANAGER - FINANCE			Ref. No.: AE-REC-HR-02 Rev. No.: 04
No. of Vacancy	1 No			
Reporting To	Head Finance / Managing Director			
Organisation Details	<p>Anand Engineering Products Pvt. Ltd. commenced operations in 1976 to cater to the growing needs of Heavy Fabrication industry with the emphasis on diversification, the 90's saw Anand Engineering expanding from primary ancillary of BHEL, Trichy & Ranipet, to an engineering enterprise focusing on technological supremacy, resilience and total customer-orientation.</p> <p>Over the years we have developed capabilities, serving following sectors: Towers for Wind Turbines – Siemens Gamesa / Vestas / GE / Suzlon, Dumper bodies for Mining / Earth Moving Equipment – Caterpillar / Komatsu / Schwing Stetter</p>			
Unit	Unit - I at Thuvakudi			
Working Location	Thuvakudi, Trichy			
Qualification Required	CA or CA Inter			
Roles & Responsibility	<ul style="list-style-type: none"> • Preparing P & L of respective units. • Monitoring fund flow of the each units, Preparation Cash flow statement. • Knowledge in GST and Filing returns on time. • To oversee the activities in SAP and assist in further implementation of SAP. • Preparation MIS reporting. • Creation of Internal audit controls and internal audit throughout the organisation. • To be responsible for comply of Companies Act and other applicable acts. • To assist in the implementation of the Costing structure in SAP. • Preparation of monthly costing reports. • Review of monthly expenses and reporting the same. • To complete monthly closing procedures. • To create budgeting and forecasting. • To review the Fixed assets in the SAP. • To review the ROI of all the fixed asset additions. • Preparation of monthly bank stock statement, CMA, Project Preparation etc., • To check the contracts and agreements of the company. 			
Required Skill Set	Presentation Skills, Analytical Skills, MS Office, Handling Team			
Relevant Industry	Manufacturing Industry			
Language	Tamil, English			
Gender	Male or Female			
Experience	Min. 5 years of experience in Manufacturing / Automotive industry			
Age Limit	Below 35 Years			
Compensation Range	Salary will be at par with the best in the industry			
Candidate's Location -	Any where in south of Tamilnadu (who preferred work at Trichy Location)			
Notice Period	Immediate Joining or within 30 to 45 Days			
Contact Details	Contact Person	Contact No.	Email	
	Sreemathi K	7397655300	ksm@anandengg.in	
	Vadivel K	9962244511	kvl@anandengg.in	
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