

23/11/2022

ASSISTANT MANAGER - FINANCE & ACCOUNTS

Company Introduction

For over 20 years we have strived to deliver world class products to become South India's leading TMT brand. Headquartered in Chennai, our plant is a fully integrated facility with a State-of-the-Art metallurgical laboratory run by seasoned professionals.

We're powered by our business partnerships, dealer networks and strong sales team. The iSTEEL network spans the whole South India and is the largest retail distribution network in the region, covering Tamil Nadu, Kerala, Karnataka and Andhra Pradesh.

Job Description

This role is broad in nature, but typically includes the following:

- Maintain timely and accurate financial statements and reports that are appropriate for the users and in accordance with generally accepted accounting principles (GAAP)
- Prepare all supporting information for the annual statutory audit for the assigned areas and liaise with the external/internal/tax auditors as necessary
- Ensure that there is an effective and efficient system of internal controls including, data integrity, asset protection, segregation of duties, budgeting, financial reporting, information systems and adherence to corporate policies and governmental regulations
- Engage in ongoing cost reduction analysis in all areas of the company
- Notify and report to senior management concerning any trends that are critical to the organization's financial performance
- Prepare & Monitor Capex & Opex outflow
- Ensure adherence to all applicable legal statutory requirements including GST, income tax, and other laws i.e., commercial Taxes
- Prepare of MIS (Daily, weekly, Monthly, yearly)
- Preparation and checking of Operation, Project Invoices
- Fixed Assets Accounting (addition & retirement)
- Finished goods Valuation as per IND AS-2 and their quantity reconciliation
- Raw Material Quantity and Value Reconciliation
- Reconciliation of Vendor/ Customer Balances
- Monitoring of Payment
- Monitoring Fund Based and Non-Fund Based limit availed from Financial Institutions
- Forecast cash flow positions, related borrowing needs, and available funds for investment

VIKI INDUSTRIES PRIVATE LIMITED

Regd. Office : No. 1, Krishna Street, Nungambakkam, Chennai, Tamil Nadu - 600034. Ph : 044 - 2820 0029 / 30. Fax : 28200031.

Factory : D-19, Sipcot Industrial Complex, Gummidipoondi - 601201. Ph : 044 - 27922519. Fax : 27922903.

CIN - U27209TN1990PTC019523. GST : 33AAACV2003P1ZI.



- Timely renewal of fund based and non-fund-based limits with Banks
- Submission of Documents to Banks on monthly basis related to working capital availed e.g., Stock Statement
- Monitoring Bank Guarantee issued/received
- Opening and tracking of LC payments
- Ensuring coverage of Insurance

Skills and Qualifications

- Educational background in Finance, Business, Statistics, Maths, Economics, or related analytical disciplines. CA qualification is mandatory with an experience of 3-6 years will be an added advantage.
- 3+ years of progressively responsible experience in any industry. A candidate who worked in the manufacturing industry would be given preference
- Working experience in SAP is mandatory as far as accounting is concerned
- Practical experience of using Advanced MS products for building and maintaining financial models
- A natural curiosity and a &big picture mentality
- Excellent spoken and written communication and experience partnering with top management team

Interested candidates may send CV with current, expected salary and joining time required to hr@isteel.in

FOR VIKI INDUSTRIES PVT LTD

V. P. [Signature]

Authorized Signatory



VIKI INDUSTRIES PRIVATE LIMITED

Regd. Office : No. 1, Krishna Street, Nungambakkam, Chennai, Tamil Nadu - 600034. Ph : 044 - 2820 0029 / 30. Fax : 28200031.

Factory : D-19, Sipcot Industrial Complex, Gummidipoondi - 601201. Ph : 044 - 27922519. Fax : 27922903.

CIN - U27209TN1990PTC019523. GST : 33AAACV2003P1Z1.

