



Job Code	TVR- SG 20-01
Position	Accountant
Organization	Caterpillar India Pvt Ltd.
Nature of business	Manufacturing Unit -Off-Highway Trucks, Excavators, Motor Graders etc.
Qualification	Graduate plus CMA qualified.
Place of Posting	Thiruvallur/Chennai, Tamil Nadu
Salary Offered	Up to INR 12.0 Lac per annum
Nature of job	Permanent
Job Description (Synopsis)	Hardcore factory accounting. Management Information System -MIS, Business Planning, Budgeting, Product Costing, Inventory Accounting, Cost & Profitability Analysis, Decision Support etc.
Desired Experience	3-4 years of post-qualification experience in MIS reporting, business planning, capital management, cash flow, Cost accounting and inventory accounting preferably in a reputed manufacturing environment.
Desired Skills	Effective communications skills and exposure in MS-office, worked in SAP environment (FI, CO & MM module). Hands on experience in Financial Analytics Tool (Power BI, Tableau etc).
Last date of Application	30-07-2022
Email	APAC_Recruitment_Support@cat.com

Note: -Please mention job code on the mail subject.

[Detailed Job Description](#)

JOB PURPOSE & DUTY:

To independently perform staff level accounting functions with respect to the business analysis of RIOP division of Caterpillar India Pvt Ltd. You will be exposed to variety of accounting functions and will accomplish a high level of compilation of data and detailed analysis of business unit results. The accountant identifies relevant data and data sources, gathers and analyses the information, and provides feedback. Typically, decisions will impact relatively low risk issues and will be reviewed by a supervisor.

From the outset, incumbent will be expected to be a contributing performer, doing staff level accounting work that supports business processes. Additionally, this position will:

- gain an understanding of Caterpillar's business and accounting practices, systems and procedures.
- learn and develop skills which result from the practical application of basic accounting knowledge,
- and provide assistance to a project team or others in the work group.

JOB RELATED STATISTICS:

These are the wide range of accounting activities those are being performed at business unit level. Individual Job Duties/Responsibilities may include:

*MIS & Reporting: Preparation and submission of journal entries for monthly book closing of business unit, Support management in taking decisions in various projects and cost reduction programs. Cost analysis and its variance analysis plan/PY vs actual. Participate in business unit book closing and submission of all require input and reports to corporate and stake holders.

*Budgeting & Planning: Preparation of long-term plan of company, annual budget and quarterly forecasting and detailed analysis of all value-added expenditure incur at facility.

* Inventory Accounting: Reporting of inventory metrics to leadership, timely and accurately all corporate submissions, preparing and submitting all journal entries related to inventory during books closing. Calculation and reporting of Inventory aging, excess, surplus, obsolete etc. per CAT guidelines, analysing specific adjustments as needed and recommending necessary corrective actions to prevent future occurrences.

*Capital Management: Capital budgeting process and its accurate accounting in the Capital Management System, prepare and evaluate accounting papers, evaluating the feasibility of projects by preparing discounting cash flow analysis (NPV & IRR).

*Financial Analysis: accomplish a high level of compilation with a broad range of accounting analysis, review data input, advise internal customers on accuracy of cost data, generate reports and provide commentary to leadership on costs accuracy, to serve as a cost governance person. Use of statistical tools – simulations will be required to support decision making. Analysis of P&L statement and balance sheet.

*Decision Support: Support management in taking costing decisions in various projects and cost reduction programs. Work with Auditors internal or external. Helping in estimating various forecast and budget scenarios as needed based on changing business conditions.

*Compliance and SOX: Providing support in SOX control function, helping in testing of internal controls, including Sarbanes-Oxley (SOX) and Fraud & Anti-bribery controls documentation. Support different functions of Inventory accounting.

*Performing Complex Staff Work: Provides technical guidance and expertise on highly complex accounting issues such as preparing financial results analysis for upper-level management, providing forecast data, etc. Leads initiatives outside team to represent the group (e.g. documenting processes, making presentations).

The variety of accounting tasks ranges from low to medium complexity. Interaction outside the workgroup is typically with peers. As the Accountant gains experience, he/she will develop a technical understanding of more complex accounting issues and expand their decision-making capability.