



To

23rd August 2021

The Chairman
The Institute of Cost Accountants of India
SIRC, Chennai

Dear Sir,

Greetings to you ! Our client InfraEn India Pvt Ltd requires Manager - Finance/ Finance officer, the details of which are given below.

Qualification- Cost accountant with 5 Yrs of post qualification Experience. Location – Chennai. Joining - Immediate/ 1 month.

Job Description

1. Review & provide recommendations on Financial Closure Document
2. Monitoring Procurement of Project Assets
3. Maintain the project account and cash flow
4. Assist the Authority in maintaining the project accounts with all ledgers and control systems
5. Generate different account reports and financial statements.
6. Help the Authority in preparation of annual budgets, accounting, and audit reports.
7. Review the KPIs linked with Financials and finalise the Billing format, methodology along with the authority to roll out the KPI Linked Financials.
8. Frame and finalise the billing documents for IE Payment
9. GST Calculation and Filing for the same
10. Preparing Annual Budget
11. Preparing Profit & Loss Statement of the Project

People with good communication skills & analytical skills are preferred.

Attractive salary (Around 8 to 12 lakhs) for the right candidates. People from outstation willing to relocate to Chennai can also apply.

Interested can send the CV to csmcorporateservices@gmail.com

Yours sincerely

A Mohankumar

**Practicing Company Secretary & Insolvency Resolution Professional
Regional Council Member & Past Chairman ICSI SIRC**