



## Account and Taxation Manager

- **Vacancy for:** 1
- **Posted on:** Dec. 4, 2018
- **Deadline:** Dec. 15, 2018, 11:55 p.m.

### Basic Job Information

Job Category	: Accounting / Finance
Job Level	: Senior Level
Employment Type	: Full Time
Job Location	: kathmandu
Offered Salary	: Negotiable

### Job Specification

Education Level : Graduate (Masters)  
Experience Required : More than or equal to 5 years

### Other Specification

- Must be a CA with more than 2 years experience or must have completed MBA/MBS/CA semi qualified with more than 5 years experience
- Extensive understanding of financial trends both within the company and general market patterns
- Proficient user of finance software
- Able to manage, guide and lead employees to ensure appropriate financial processes are being used
- A solid understanding of financial statistics and accounting principles
- Working knowledge of all statutory legislation and regulations

### Job Description

- Customers and Vendors reconciliation, Aging, Vendors payment, Cash management and fund planning
- Provide financial reports and interpret financial information to managerial staff while recommending further courses of action
- Advise on investment activities and provide strategies that the company should take
- Maintain the financial health of the organization
- Analyze costs, pricing, variable contributions, sales results and the company's actual performance compared to the business plans
- Conduct reviews and evaluations for cost-reduction opportunities
- Oversee operations of the finance department, set goals and objectives, and design a framework for these to be met
- Manage the preparation of the company's budget
- Liaise with auditors to ensure appropriate monitoring of company finances is maintained

### Applying Procedure

Qualified candidates are requested to submit their resume and motivation letter, clearly marking for the position applied and working location to the subject line and send at [info@rukmanigroup.com/Raj.Budhiya@rukmanigroup.com](mailto:info@rukmanigroup.com/Raj.Budhiya@rukmanigroup.com) by **15th December, 2018**.

*Only candidates who are under serious consideration will be contacted for the further selection process (es). The company reverse to right to reject any /all applications without out assigning any reason whatsoever. Canvassing at any stage of the processes shall lead to automatic disqualification.*

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