



Chartered Accountant

- **Vacancy for:** 3
- **Posted on:** May 13, 2018
- **Deadline:** May 31, 2018, 11:55 p.m.

Basic Job Information

Job Category	: Accounting / Finance > Chartered Accountancy, External audit, Internal audit, Accounts, Account management
Job Level	: Top Level
Employment Type	: Full Time
Job Location	: Bhaktapur and Biratnagar
Offered Salary	: Negotiable

Job Specification

Education Level : Graduate (Masters)
Experience Required : Not Required

Other Specification

- Master Degree in Accountancy, Finance (Completion) and CA student with the final year running are encouraged to apply.
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Job Description

- Organizing meticulously to keep financial documents in order
- Problem-solving to determine where errors might be occurring or to suggest ideas that would benefit the client, such as ways to limit tax liability
- Communicating well with others both orally and in writing so that people understand their options and your findings
- Committing to life-long learning to keep up with governmental and economic changes
- Being aware of financial situations and regulations in other countries since the global economy is increasingly becoming a concern to all businesses
- Liaise with external and internal auditors to handle any financial irregularities that occur.
- Prepare financial statements such as monthly and annual accounts.
- Prepare financial management reports including planning and forecasting.
- Creating reports or offering recommendations for internal or public-sector audits.
- Discussing terms with your company/client's suppliers.
- Providing advice on tax affairs.
- Proven experience in manufacturing and non- manufacturing sectors.
- Good knowledge of related software's.
- Should have IT skills needed for a fluent email communication and an exchange via online forums or other software supported ways of communication.
- Excellent communication and interpersonal skills
- Good time management skills.
- Commercial Awareness.
- Responsible for a routine audit to ensure compliance with the Company's policies, internal control, procedure and applicable laws and regulations.
- Communicate findings to senior management and draft comprehensive and complete report of audit area.
- Ensure Optimum utilization of Expenses budget
- Determine internal audit scope and develop annual plans.
- Manage financial systems and budgets
- Undertake financial audits (an independent check of an organization's financial position)
- Provide financial advice
- Liaise with clients (individuals or businesses) and provide financial information and advice
- Review the company's systems and analyses risk
- Perform tests to check financial information and systems

- Advise clients on tax planning (within current legislation to enable them to minimize their tax liability) and tax issues associated with activities such as business acquisitions and mergers
- Maintain accounting records and prepare accounts and management information for small businesses (accountancy)
- Advise clients on business transactions, such as mergers and acquisitions (corporate finance)
- Counsel clients on areas of business improvement, or dealing with insolvency
- Detect and prevent fraud (forensic accounting)
- Liaise with internal and external auditors (where applicable) and deal with any financial irregularities as they arise
- Produce reports and recommendations following internal audits or public-sector audits
- Prepare financial statements, including monthly and annual accounts
- Arrange financial management reports, including financial planning and forecasting
- Advise on tax and treasury issues
- Negotiate terms with suppliers.

Salary & benefits: Will be offered as per the candidates' experience and qualification. Salary is not a bar for deserving candidates.

Only shortlisted candidates will be called for the further selection processes. Suitable candidates are highly encouraged to apply.

TO APPLY:

Interested Candidates are requested to email us your detailed CV with Cover letter to info@shikharorganization.com

OR,

Applying Procedure

Apply Link : <https://merojob.com/chartered-accountant-26/>

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