



**Position:** Deputy Manager - Accounts  
**Division:** All (Shrijee Corporate Office)  
**Location:** Mumbai  
**Experience:** 4-5 years  
**Qualification:** CA Inter/ M.Com with 4-5 experience with manufacturing industry

Established in 1975, the Shrijee Group is a privately held manufacturing company. We offer a wide range of products and services such as turnkey sugar factories, towers and substation structures, agricultural equipment, heavy fabrication, sundry galvanizing, wind powered exhaust fans and engineering spares.

We have more than 175 people in our team, including 45 engineers and 11 MBAs. In addition to these, at any given time, we usually have 200-300 people working on our sites. We also have representatives in Vietnam, Thailand, Philippines, Iran, Syria and Ecuador.

We are looking for a Deputy Manager Accounts for our corporate office in Mumbai. The Deputy Manager Accounts will report to the AGM (Finance & Accounts).

**Responsibilities include:**

1. Preparing monthly P&L for different business units
2. Doing quarterly analysis of sales, purchases, and overheads
3. Managing books of accounts
4. Coordinating between corporate accounts office and factory accounts
5. Corresponding with Bankers and Auditors
6. Preparing monthly stock for Banks
7. Preparing & filing periodic statutory returns such as Sale Tax/ Service Tax etc.
8. Issuing statutory forms
9. Controlling vendor payments
10. Following up with customers for recovery of statutory forms
11. One week travel per month may be required

**We are looking for:**

1. CA Inter/ M.Com with 4 to 5 of experience from manufacturing industry
2. Knowledge of finalization of accounts
3. Strong MS Excel and Tally 9 Skills
4. Experience of managing small team

Salary offered will be competitive. We offer a professional work environment. Please see our website for details about us: [www.shrijee.com](http://www.shrijee.com). If interested, please send resume and cover letter to:

**Shrijee Group**

A-504, Dynasty Business Park,  
J.B. Nagar, Andheri-Kurla Road,  
Andheri (East), Mumbai - 400059.  
Fax : + 91- 22 -40501010  
E-mail: [careers@shrijee.com](mailto:careers@shrijee.com)

In case of e-mail applications, please put “**Deputy Manager Accounts**” in the subject line.

**Sugarcane Harvesters**      **Solar Structures**      **Sugar Projects**      **Galvanizing**      **Heavy Fabrication**